

**VILLAGE OF PEMBERVILLE
BOARD OF PUBLIC AFFAIRS
May 4, 2020**

Present at the regular meeting of the Board of Public Affairs were Tom Mauk, Chuck Schulte, Clerk Melody Siebenaler, Mayor Carol Bailey, Bill Long. Chuck Schulte called the meeting to order at 7:00 p.m. virtually via ZOOM. The meeting was held virtual due to the Covid -19 epidemic. Tom Mauk motioned to approve minutes from April 20, 2020. Chuck Schulte seconded the motion. Vote passed. The following bills were approved for payment:

**Board Of Public Affairs
Bills being submitted for payment May 4 2020**

<u>Electric 5301</u>		
SPIKES DOOR SERVICE INC.	REPAIRS & MAINTENANCE	\$ 70.00
1000 BULBS.COM	OPERATING SUPPLIES & MATERIALS	\$ 158.76
VERIZON WIRELESS	CELLULAR AND BROADBAND SERVICES	\$ 26.08
STEVE FIRSDON	GASOLINE	\$ 39.83
CARDMEMBER SERVICES	REAL VNC LIMITED REMOTE ACCESS	\$ 50.00
CARDMEMBER SERVICES	OFFICE PHONE SYSTEM	\$ 72.00
	Total Electric	\$ 416.67
<u>Sewer 5201</u>		
HOME DEPOT CREDIT SERVICES	OPERATING SUPPLIES & MATERIALS	\$ 245.81
1 ST AYD CORPORATION	976-5 D'LIMONENE LIFT STATION CLEANER	\$ 1,368.59
TOMLIN EQUIPMENT	ROOTS BLOWER & CHECK VALVE	\$ 2,029.43
CITY OF PERRSBURG	SEWER CHARGES	\$ 678.60
JONES & HENRY LABORATORIES	LAB TESTING	\$ 634.90
VERIZON WIRELESS	CELLULAR AND BROADBAND SERVICES	\$ 26.08
STEVE FIRSDON	GASOLINE	\$ 35.17
CARDMEMBER SERVICES	REAL VNC LIMITED REMOTE ACCESS	\$ 50.00
CARDMEMBER SERVICES	OFFICE PHONE SYSTEM	\$ 72.00
JOHN DEERE COMPANY	JOHN DEERE SIGNATURE SERIES X730	\$ 3,550.00
	Total Sewer	\$ 8,690.58
<u>Water 5101</u>		
MAUMEE SUPPLY, PLB, HT & INDUST	MISC. OPERATING SUPPLIES & MATERIALS	\$ 2.60
MASI	LAB TESTING	\$ 264.00
PERRYSBURG PIPE & SUPPLY CO.	MISC. OPERATING SUPPLIES & MATERIALS	\$ 2,617.60
VERIZON WIRELESS	CELLULAR AND BROADBAND SERVICES	\$ 26.08
STEVE FIRSDON	GASOLINE	\$ 78.75
CARDMEMBER SERVICES	REAL VNC LIMITED REMOTE ACCESS	\$ 50.00
CARDMEMBER SERVICES	OFFICE PHONE SYSTEM	\$ 72.00
	Total Water	\$ 3,111.03

Total for all Utilities

\$ 12,218.28

SEWER- Landry Sheets

Not in attendance

WATER-Nathan Schultze

Not in attendance

ELECTRIC –Jeff Barres

Not in attendance

MISCELLANEOUS

14 payment approvals.

Miscellaneous adjustments -0

Clerk informed the Board that Jeff Barres is in the hospital as of last week. He is hoping to return to work possibly next week. Clerk stated that both Nathan Schultze and Brian Heestand are handling reading his meters this month. This could possibly put short delay in processing bills.

Tom Mauk stated he has spoken with Landry regarding couple catch basins. A resident had asked about replacing a catch basin near their property on Martin Ave. Landry agreed new catch basin was warranted but explained to homeowner will put replacement/repair of this catch basin with one on West Front St. since contractor is more likely to submit bid when involves more than 1 small work area. Board agreed to have Landry put catch basin work out to bid.

Clerk stated that Landry would like the Board's approval to have Innovaliner install 6MM thick liner in 8" sewer lines from MH1(South St.) to MH2(heading NE) at cost of \$21,910.00 and from MH South West to MH (Forrest Ave.) at cost of \$25,900.00. Information and quote were given to Board members couple meetings ago. Landry has shown Chuck a sample of the product to be used on the project. Tom has raised a question as to what is considered under 2year workmanship warranty and what is considered under 1 year product warranty. The Clerk presented financial information regarding funds available in the sewer department \$102,322.67 left in Capital Improvements and \$44,641.51 in repairs and maintenance. After discussion, Chuck and Tom determined it would be best to get specifics as to the warranty coverage and to wait till later in the calendar year before spending down the sewer funds. Chuck would also like to have further discussions with Landry and Dean before approving the project.

Bill Long asked the Clerk if utility payments were down this past month due to COVID-19. Clerk stated appears collection is down some but does not have reports completed yet to tell for sure. Clerk will update the Board at the next meeting as to usage/collection numbers. The Clerk also stated has had couple donations made for people who need assistance and the Clerk has also given out Job and Family Services information (they have program set up to help with payments) due to COVID-19.

Tom Mauk stated he thought Board should conduct virtual 1st interviews for the position of Utility Assistant. Chuck was in agreement. Clerk will notify the interested parties and set up for the next meeting.

With no further business to discuss, the meeting was adjourned at 7:28 p.m. The next meeting will be Monday May 18, 2020 at 7:00 p.m.

President

Clerk
