

**VILLAGE OF PEMBERVILLE**  
**BOARD OF PUBLIC AFFAIRS**  
**October 19, 2020**

Present at the regular meeting of the Board of Public Affairs were President Dean Krukemyer, Tom Mauk, Chuck Schulte, Clerk Melody Siebenaler, Mayor Carol Bailey, Bill Long, Nathan Schultze, Jeff Barres, Kevin Osburn. Dean Krukemyer called the meeting to order at 7:00 p.m. Dean Krukemyer motioned to approve the minutes from October 5, 2020. Tom Mauk seconded the motions. Motions passed.

The following bills were approved for payment:

**Board Of Public Affairs**  
**Bills being submitted for payment**      **October 19**

<b><u>Electric 5301</u></b>		
HYLANT ADMINISTRATIVE SERVICES	RENEWAL OF BOND FOR MELODY SIEBENALER	\$ 36.67
T & R ELECTRIC	MISC OPERATING SUPPLIES & MATERIALS	\$ 250.00
AIRGAS USA, LLC	LARGE NITROGEN CYLINDER RENTAL	\$ 122.45
BRASS KEY SHOP	OPERATING SUPPLIES & MATERIALS	\$ 10.17
O.E. MEYER CO	LARGE & SMALL CYLINDER RENTAL	\$ 6.60
AMP, INC.	ELECTRICITY	\$ 76,995.14
AMP, INC.	OMEGA JV 5 PRINICPAL	\$ 6,422.73
AMP, INC.	OMEGA JV 5 INTEREST	\$ 500.00
FROBOSE MARKET IGA	GASOLINE	\$ 21.50
GREAT LAKES BIOMEDICAL LTD	DOT PHYSICAL & DRUG SCREEN FOR KEVIN OSBURN	\$ 34.67
FRONTIER	TELEPHONE SERVICES	\$ 66.71
	<b>Total Electric</b>	<b>\$ 84,426.64</b>
<b><u>Sewer 5201</u></b>		
HYLANT ADMINISTRATIVE SERVICE	RENEWAL OF BOND FOR MELODY SIEBENALER	\$ 36.67
FROBOSE MARKET IGA	GASOLINE	\$ 18.23
GREAT LAKES BIOMEDICAL LTD	DOT PHYSICAL & DRUG SCREEN FOR KEVIN OSBURN	\$ 34.67
FRONTIER	TELEPHONE SERVICES	\$ 119.66
FRONTIER	TELEPHONE SERVICES	\$ 66.71
COMDOC, INC.	COPIER LEASE, MAINTENANCE & SUPPLIES	\$ 26.99
	<b>Total Sewer</b>	<b>\$ 302.93</b>
<b><u>Water 5101</u></b>		
HYLANT ADMINISTRATIVE SERVICE	RENEWAL OF BOND FOR MELODY SIEBENALER	\$ 36.66
MASI	LAB TESTING	\$ 264.00
KUHLMAN CORP	OPERATING SUPPLIES & MATERIALS	\$ 1,397.50
MISSION COMMUNICATIONS LLC	ANNUAL TELEMENTRY COMMUNICATION	\$ 347.40
PERRYSBURG PIPE & SUPPLY CO.	COPPER SHUT OFF TOOL	\$ 278.00
FROBOSE MARKET IGA	GASOLINE	\$ 6.95
GREAT LAKES BIOMEDICAL LTD	DOT PHYSICAL & DRUG SCREEN FOR KEVIN OSBURN	\$ 34.66
FRONTIER	TELEPHONE SERVICES	\$ 66.71
COMDOC, INC.	COPIER LEASE, MAINTENANCE & SUPPLIES	\$ 27.00
MARTIN MARIETTA	STONE	\$ 17.38
	<b>Total Water</b>	<b>\$ 2,476.26</b>

**SEWER- Landry Sheets**

Not in attendance

**ELECTRIC –Jeff Barres**

Jeff stated the Hercules upgrade is complete.

Jeff is waiting on another quote for LED streetlight replacement bulbs, he will provide all quotes at the next meeting for approval. The Board questioned whether Tom Oberhouse has ordered the streetlights for Pember Grove yet and Jeff stated he is unsure (Tom has been on vacation) but that the style does not matter to him (with concrete base or without).

Jeff mentioned that he has Kevin Osburn studying for his CDL. Jeff stated that he would like to see Kevin obtain his Class A and would need to borrow a trailer from Woodville to use for test. Chuck stated that he thought the requirements have changed for testing for a Class A and B and suggested that Jeff check into what is required for each Class. Jeff said he would check into this and have Kevin work towards what is needed.

**WATER-Nathan Schultze**

Nathan mentioned that the survey at the Smith property is complete but is not correct. The survey provided is for 16.5' easement width the whole way. The Village had asked for 20' to extend to far side of the property parcel and then 16.5' (additional parcel) to Martin Ave. Nathan mentioned for comparison that the easement at Ron Fork's property is 15' and Evelyn Hagemyer's is 20'. Mayor Bailey has been in contact with Mr. Kuhlman and Feller & Finch to discuss the issue. The Board agreed that when Mayor Bailey receives a corrected survey she is to contact Mr. Kuhlman and have the legal easement paperwork drawn up and signed/recorded. Once the easement is recorded then Nathan is to contact Steve Darmafol and ask for a bid to complete the engineering of the project.

Nathan mentioned that Bowser Morner had completed the soil borings at the proposed water tower site and hit bedrock at 16' and 19'. Nathan has not received the final test results yet.

Nathan mentioned that he is meeting with Roberta from RCAP this Friday to discuss the Capital Improvement Plan. Mayor Bailey stated she would like to meet with Roberta while she is here to determine if would benefit the Village to complete the Water Income Study.

**MISCELLANEOUS**

Mayor Bailey stated that the standing water issue in the parking lot at Frobose Market (IGA) has been corrected. Bowser Asphalt milled the area where water was standing and repaved. There have been a couple rainy days and no issues according to the owners.

Mayor Bailey stated the Village has received \$75,000.00 COVID grant that must be used to purchase/upgrade things (COVID related) within the Village by the end of December or the unused monies have to be returned to the State. It was brought to the Mayor's attention at the last meeting that some of the electric/water meters are in resident's garages, homes and porches and our employees have to enter to read the meters each month. The Mayor and others are concerned for employee's safety and would like all meters to have easy access. Thus, Mayor Bailey has been in contact with Anixter regarding up-grading the electric and water meters to allow for remote access reading. Mayor Bailey has a call into the State Auditor to verify the COVID grant could be used to purchase remote access meters and software. The hardware quote from Anixter was for \$33,351.00. The grant would allow for the Village to

purchase some meters now and then the Village would allocate for meter purchases each year until whole Village is read remotely.

The Clerk stated that Roberta (RCAP) has given us the information that still needs completed for the Water Income Study. The collection of the information needs to be completed by mid-November and returned to her office. Clerk mentioned that there are 160 residences that we still need to collect information from and if each Board/Council member were to take 16-18 residences to visit and collect the information the study would be complete but, we only have a couple weeks to complete. Mayor Bailey questioned if would benefit the Village.

Mayor Bailey is checking to see if H2O Ohio would provide financial support for Phosphorus Removal.

Payment approvals-15

Miscellaneous adjustments –1 Water issue / 1 final overpayment refund

Vacation Requests- 2 (Melody)

**With no further business to discuss, the meeting was adjourned at 7:50 p.m. The next meeting will be Monday November 2, 2020 at 7:00 p.m.**

**President**

**Clerk**

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