

**VILLAGE OF PEMBERVILLE
BOARD OF PUBLIC AFFAIRS
November 16, 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, Nathan Schultze, Jeff Barres, Bill Long. Dean Krukemyer called the meeting to order at 7:00 p.m. via ZOOM. Chuck Schulte motioned to approve the minutes from November 2, 2020. Tom Mauk seconded the motions. Motions passed. The following bills were approved for payment:

**Board Of Public Affairs
Bills being submitted for payment November 16**

<u>Electric 5301</u>		
POWER LINE SUPPLY	WIRE FOR PEMBER GROVE	\$ 7072.00
UNION BANK CO.	COLLECTION OF UTILITY BILLS	\$ 10.00
AMP, INC.	ELECTRICITY	\$ 73992.74
AMP, INC.	OMEGA JV 5 PRINCIPAL	\$ 6422.73
AMP, INC.	OMEGA JV 5 INTEREST	\$ 500.00
AIRGAS GREAT LAKES	LARGE NITROGEN CYLINDER RENTAL	\$ 128.67
O.E. MEYER CO.	LARGE & SMALL CYLINDER RENTAL	\$ 6.82
KEY CABLE AND SUPPLY	MISC. SUPPLIES	\$ 313.50
JOHN LOCKARD	HRA SUSPENDED DUE TO REHIRE	\$ 774.00
STAPLES CREDIT PLAN	OFFICE CHAIRS	\$ 62.36
COMDOC INC.	COPIER LEASE, MAINTENANCE & SUPPLIES	\$ 31.38
FRONTIER	TELEPHONE SERVICES	\$ 66.71
STEVE FIRSDON	GASOLINE	\$ 327.42
COUNTYLINE CO-OP	MISC. OPERATING SUPPLIES	\$ 218.13
FROBOSE MARKET IGA	GASOLINE	\$ 18.26
	Total Electric	\$ 89,944.72
<u>Sewer 5201</u>		
UNION BANK CO.	COLLECTION OF UTILITY BILLS	\$ 10.00
ECKEL SNOWMOBILE & SMALL ENGINE	REPAIRS & MAINTENANCE	\$ 128.83
NORTHWESTERN WATER & SEWER	CLEAN MANHOLE & JET SEWER MARSHALL	\$ 1067.50
NAPA AUTO PARTS	BATTERY LESS CORE	\$ 193.97
JONES & HENRY LABORATORIES	LAB TESTING	\$ 801.40
STAPLES CREDIT PLAN	OFFICE CHAIRS	\$ 62.36
COMDOC INC.	COPIER LEASE, MAINTENANCE & SUPPLIES	\$ 31.38
FRONTIER	TELEPHONE SERVICES	\$ 66.71
FRONTIER	TELEPHONE SERVICES	\$ 119.66
STEVE FIRSDON	GASOLINE	\$ 101.52
COUNTYLINE CO-OP	MISC. OPERATING SUPPLIES	\$ 32.70
	Total Sewer	\$ 2,616.03
<u>Water 5101</u>		
FELLER, FINCH & ASSOCIATES	PINE ST. EXTENSION EASEMENT SURVEY	\$ 900.00
UNION BANK CO.	COLLECTION OF UTILITY BILLS	\$ 10.00
BOWSER-MORNER	SOIL EXPLORATION FOR PROPOSED WATER TOWER	\$ 4931.00
KUHLMAN CORP.	OPERATING SUPPLIES & MATERIALS	\$ 4525.50
MASI	LAB TESTING	\$ 264.00
GREAT LAKES RENTAL LLC	GUIDE BAR & CLUTCH CUP	\$ 656.84
STAPLES CREDIT PLAN	OFFICE CHAIRS	\$ 62.36

COMDOC INC.	COPIER LEASE, MAINTENANCE & SUPPLIES	\$ 31.37
FRONTIER	TELEPHONE SERVICES	\$ 66.71
STEVE FIRSDON	GASOLINE	\$ 172.34
COUNTYLINE CO-OP	MISC. OPERATING SUPPLIES	\$ 29.07
	Total Water	\$ 11,649.19

Total for all Utilities

\$104,209.94

SEWER- Landry Sheets

Not in attendance

ELECTRIC –Jeff Barres

Jeff presented updated quotes from Pepco, Powerlink, and Key Cable for replacement streetlight LEDs. The Board reviewed the information, and it was determined that Pepco provided the lowest bid for the LEDs and Chuck asked if shipping was included in the price and Jeff stated it was included in the total price. The Board approved the purchase of quantity (10) 150 lumens and quantity (5) 250 lumens at total cost of \$2635.00.

Jeff presented quotes for (10) over head pole mounted transformers from Pepco, Brownstown, and Sunbelt-Solomon. The quotes were for qty. (3)15 KVA, (3)25 KVA, (1)37.5 KVA, (2)50 KVA and (1)75 KVA transformers. The Board reviewed / compared the costs of each, and it was determined that Pepco was the least expensive at total cost of \$11,860.00. The transformers carry a 3 year warranty and S/H included. Jeff stated the transformers would be kept inside the electric maintenance building until needed to avoid an unpleasant view. All Board members approved the purchase of the transformers (if budget does not allow for purchase this year Jeff is to purchase at beginning of 2021). Chuck asked Jeff to check and see who will take the old transformers and report back to the Board at a future meeting.

Jeff reported that the North Substation had some bad testing. The tests results showed arc flashing. Jeff is waiting on new test equipment to re-test. Jeff has requested more money be allocated next year to fix the substation.

Jeff informed the Board that John Lockard and Nathan Schultze helped him restore electric yesterday while dealing with the extreme high winds. The group repaired electric lines and removed tree branches off of some lines.

Jeff informed the Board that he is getting the Village ready for the Holiday season. He has prepared the small park across from Town Hall for the Christmas lights, he is getting ready to hang Christmas wreaths and bows down Front St. this week (weather permitting).

Jeff asked the Board for permission to use the Village bucket truck to cut a tree down in his back yard. He would complete the work on his own time. He stated that if the tree would fall it could damage both his and his neighbors (the Roberts) property. The Board members voted to allow Jeff to use Village equipment to cut down the tree especially if it could affect the electric lines.

Jeff told the Board that he has checked into the AMP climbing school for Kevin to attend. The climbing school is located in Columbus and costs approximately \$1900.00. Kevin would need climbing gear prior to attending the school which is normally scheduled for July timeframe. The climbing gear costs approximately \$1500.00. Once Kevin completes the schooling he would be Village certified through AMP for climbing with assist but would not be able to touch the electricity.

WATER-Nathan Schultze

Nathan informed the Board that he had spoken with Kevin regarding OTCO classes. The classes are being held virtual. The classes are 1 night a week for 3 months and cost \$635.00. The class will cover class 1 water and wastewater. The hours now work along with the hours after he completes the class, thus it will take probably over a year for either license. The next class will start in January with the sign up in December.

Nathan said that Rutter & Dudley will be in town tomorrow to complete the asphalt patches. Chuck asked about Water St. and Nathan informed him that Water St. will be cut out and repaired.

Nathan asked about the Smith Waterline easement and Mayor Bailey said that the paperwork is with the attorneys (Ruck and Kuhlman).

Nathan asked if he had heard anything about the East Front St. Force Main project and where it stands with the grant process. Mayor Bailey stated it made it through the District process with a score of 108. December 15th is the next meeting regarding the process and should find out where the project stands after that date. All agreed would be a good project for spring 2021 start date.

Nathan stated he would like to install VFD to run the wells #7.8.9. This will allow the wells to run in pressure mode. Bergman would provide the programming and installation of the equipment. The total cost is \$12,710.00. The Board voted with Tom (yes) since money is appropriated, Chuck (yes) since only Bergman handles telemetry and Dean (yes) but asked Clerk to verify with Sarah that will not be over the \$50,000.00 mark. Clerk will verify with Fiscal Officer and inform Nathan of the decision.

Nathan spoke with Steve Heimlich (instructor at OTCO) regarding proposed new water tower and required engineering. Steve recommended Dixon Engineering (specializes in water tower construction-specializes in x-ray of welds), Nathan will contact Dixon Engineering and report at the next meeting what he finds out regarding this matter.

MISCELLANEOUS

Chuck mentioned that he was not able to locate the ZEP product for Landry at Mendards. The Clerk will let Landry know this information.

Mayor Bailey informed the Board that she, Nathan, Jeff, Melody and Sarah had meet with Core & Main representatives last week regarding remote meter reading. The remote reading access will allow meters to be removed from resident's homes, garages, and porches, especially important with the Covid pandemic. The representatives said the remote software will work with most computer program software. The handheld system will require 2 trips around town to collect the date (1 for water and 1 for electric) the Village could do in 1 trip around town, but system is much more expensive and since we are a small town does not make sense. We are looking to purchase the software, handheld system, 150 electric meters and 150 remote antennas for the existing water meters at a cost of \$50,175.00. The purchase will be with Covid monies. Mayor Bailey has spoken with the county commissioners to verify this purchase falls under the acceptable Covid money purchases and received approval. Bill Long suggested we allocate more Village money over the next few years to purchase additional meters/antennas until the whole Village is supplied with remote reading capabilities. All agreed.

The Clerk provided information to the Board from the tree committee regarding trees that need taken down. Village Council will be discussing at their meeting tomorrow night. A couple of the trees are located near electrical lines. The Board had approved the removal of the trees last year but was not able to complete the work due to issues with a resident allowing access to the area, this has since been resolved.

Clerk's note: the line item above ELECTRICAL 5301 : John Lockard HRA suspended due to rehire \$774.00
Explanation: John was temporary rehired to cover the electrical department while Jeff was out on medical leave and assist Jeff short term for a period of 2 months and part of his compensation was to cover his HRA contributions lost while temporary employed.

Payment approvals-23

Miscellaneous adjustments –5 GOVPAY/ 1 rec'd bill late/ 7 Village Owned

Vacation Requests- 4 (Landry)

With no further business to discuss, the meeting was adjourned at 8:20 p.m. The next meeting will be Monday November 30, 2020 at 7:00 p.m.

President

Clerk
