

**VILLAGE OF PEMBERVILLE
BOARD OF PUBLIC AFFAIRS
November 30, 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, Jeff Barres, Kevin Osburn, Bill Long and Tom Oberhouse. Dean Krukemyer called the meeting to order at 7:00 p.m. via ZOOM. Chuck Schulte motioned to approve the minutes from November 16, 2020 with a correction to read the total price for the transformers were lower and Dean requested a spelling correction. Clerk will do the corrections prior to Dean signing the minutes. Tom Mauk seconded the motions. Motions passed.

The following bills were approved for payment:

**Board Of Public Affairs
Bills being submitted for payment November 30**

<u>Electric 5301</u>		
BRIAN HEESTAND	WINTER GEAR	\$ 24.90
UNIFIRST CORPORATION	UNIFORMS, MATS & TOWELS	\$ 81.27
COMDOC	COPIER LEASE, MAINTENANCE & SUPPLIES	\$ 27.00
HOME DEPOT CREDIT SERVICES	MISC. OPERATING SUPPLIES & MATERIALS	\$ 17.94
CARDMEMBER SERVICES	VILLAGE LOGO T SHIRTS/SWEATSHIRTS	\$ 303.12
VERIZON WIRELESS	CELLULAR SERVICE	\$ 26.71
	Total Electric	\$ 480.94
<u>Sewer 5201</u>		
BRIAN HEESTAND	WINTER GEAR	\$ 24.91
TRACTOR SUPPLY CREDIT PLAN	OPERATING SUPPLIES & MATERIALS	\$ 64.99
UNIFIRST CORPORATION	UNIFORMS, MATS & TOWELS	\$ 44.42
BROWN SUPPLY CO.	MISC. OPERATING SUPPLIES & MATERIALS	\$ 69.46
COMDOC	COPIER LEASE, MAINTENANCE & SUPPLIES	\$ 27.00
CARDMEMBER SERVICES	VILLAGE LOGO T SHIRTS/SWEATSHIRTS	\$ 246.90
VERIZON WIRELESS	CELLULAR SERVICE	\$ 26.71
	Total Sewer	\$ 504.39
<u>Water 5101</u>		
BRIAN HEESTAND	WINTER GEAR	\$ 24.90
NATHAN SCHULTZE	IPAD SENT OUT FOR SOFTWARE INSTALL	\$ 17.30
RUTTER & DUDLEY ASPHALT	PATCHWORK REPAIR FROM WATERLINE BREAKS	\$ 4,485.00
MASI	LAB TESTING	\$ 167.70
UNIFIRST CORPORATION	UNIFORMS, MATS & TOWELS	\$ 44.42
BROWN SUPPLY CO.	MISC. OPERATING SUPPLIES & MATERIALS	\$ 83.04
COMDOC	COPIER LEASE, MAINTENANCE & SUPPLIES	\$ 26.99
TREASURER, STATE OF OHIO	2021 PUBLIC WATER LICENSE TO OPERATE	\$ 1,248.00
USA BLUEBOOK	MISC. OPERATING SUPPLIES & MATERIALS	\$ 173.94
CORE & MAIN	MISC. OPERATING SUPPLIES & MATERIALS	\$ 720.80
CARDMEMBER SERVICES	VILLAGE LOGO T SHIRTS/SWEATSHIRTS	\$ 293.38
CARDMEMBER SERVICES	HASTINGS SUPPLIES & MATERIALS	\$ 379.66
VERIZON WIRELESS	CELLULAR SERVICE	\$ 66.82
MARTIN & MISTY SMITH	WATERLINE EASEMENT -102 W. COLLEGE AVE.	\$ 17,880.00
	Total Water	\$ 25,545.13

SEWER- Landry Sheets

Not in attendance

ELECTRIC –Jeff Barres

Jeff informed the Board that the quote approved at the last meeting for the 75KVA transformer was misquoted. Pepco informed Jeff when he went to place the order for the transformers. The correct price is \$500.00 more for the 75 KVA(\$1890.00), but Jeff stated the total overall price was still the lowest. Board approved the purchase from Pepco with the new amended price total of \$12,380.00.

Jeff stated the new streetlight LED's have been ordered. All are GE brand.

Dean asked Jeff if he was able to get any information on a company that will take the old transformers. Jeff stated he is waiting until he has more to dispose of because of the expense of removal (better price with higher quantity). Sunbelt-Solomon Solutions is the company that Jeff knows deals with removal/disposal of old transformers and will contact them when time nears to dispose of any transformers.

WATER-Nathan Schultze

Not in attendance

MISCELLANEOUS

Tom Oberhouse was in attendance to discuss the Pember Grove subdivision and reimbursement for the taps and interest on the loan. Tom stated he is currently paying 4% interest on the loan thus the loan interest for 2020 is approximately \$7400-\$7600. Ordinance #1579 states not to exceed \$5000.00 per each lot sold in the subdivision but is not straight forward as to the wording if the \$5000.00 includes the interest of the loan. Everyone attending the meeting discussed the Ordinance and the wording involved, and it was determined that Mr. Kuhlman (Village Solicitor) review the Ordinance and give his opinion on the matter. Dean and Tom Mauk both stated should pay the \$5000.00 per lot until the loan is paid in full. Chuck asked if the Ordinance was for the sewer taps only and Carol stated the waterline tap is \$900.00 for ¾" line and \$1000.00 for 1" line so the answer was yes Ordinance #1579 involves only the sewer line tap fees. Tom Oberhouse also stated he would forward an email from his engineer discussing the costs involved. The Board agreed to table this discussion until after the Board receives direction from the Village Solicitor.

Tom Oberhouse also informed the Board the abandoned gas line at the entrance to Pember Grove that caused a breakdown of the roadway has been repaired.

Bill Long questioned Ordinance #1579 after Tom Oberhouse had left the meeting. Bill will speak with Sarah (Fiscal Officer) regarding this matter.

Chuck spoke about a quote Landry had received from Zep Sales & Service. The quote was for quantity of (12) 5 gallon buckets of X-6502 for total cost of \$1866.00. The Board discussed that Landry has ordered from Zep in past and liked their product but ordered something different last time to save on costs. The product did not work as well as the Zep and Landry had to use more of the product to achieve same results thus not saving the Village any money. Board approved purchase of the Zep for total cost of \$1866.00. Clerk will notify Landry the purchase was approved.

Mayor Bailey informed the Board that the income study has been submitted to RCAP and appears we may be a few short of number needed for the survey. Clerk will update the Mayor when receive information back from Roberta at RCAP.

Greg Feller informed Mayor Bailey that their company has hired an engineer to work mainly with municipalities. The engineer, Zach, worked for the City of Napoleon and would be starting with Feller & Finch November 30th. Also, the UT intern, that worked at Feller & Finch last summer will be starting his career with them in January 2021. Greg stated he knew the Village has not had the service that it was accustomed to having since the departure of Steve Darmafol. Nathan has reviewed the information submitted by Feller & Finch for the business alley waterline project and feels there are issues with the engineering.

Mayor Bailey said the College Ave. project final costs were approximately \$15,500.00 less than the estimate so the utility funds involved will have a good portion refunded.

Mayor Bailey said the OPWC grant had a cut off of 101 points and the Village received 108 this guarantees the Village funding for the East Front St. Force Main/Waterline project. It was discussed as to whether the Village has to use Feller & Finch for this project since they engineered it, and no one was certain as to the answer.

Mayor Bailey informed the Board that the Village has purchased with Cares funds (received due to COVID-19) software and approximately 150 water meter antennas and remote read electric meters. This will allow the Village to have remote access to some meters currently located within homes, garages, and porches. The Village will allocate funds going forward to purchase more until the Village as a whole is equipped with the remote reading capability.

Tom Mauk asked Kevin Osburn how things were going for him since starting his employment with the Village. Kevin stated looking at taking sewer & water classes now; wants to complete the schooling then do all the work hours. The electric qualifications will take longer to achieve he feels.

Payment approvals-23

Miscellaneous adjustments –3(Request Penalty removal)

Vacation Requests- 0

With no further business to discuss, the meeting was adjourned at 8:26 p.m. The next meeting will be Monday December 14, 2020 at 7:00 p.m.

President

Clerk
