

**VILLAGE OF PEMBERVILLE
BOARD OF PUBLIC AFFAIRS
October 14, 2019**

Present at the regular meeting of the Board of Public Affairs were Chuck Schulte, Tom Mauk, Dean Krukemyer, Cindy Winfrey, Bill Long, Mayor Bowman, Tom Oberhouse, Nathan Schultze, Jeff Barres. The meeting was called to order at 7:00 p.m. by Chuck Schultze. Dean Krukemyer motioned to approve minutes from September 30, 2019, Tom Mauk seconded the motion. Vote passed.

The following bills were approved for payment:

**Board Of Public Affairs
Bills being submitted for payment** **Oct 14, 2019**

Electric 5301		
JOHN COURTNEY	MONTHLY ELECTRIC CONSULTANT RETAIN	\$ 100.00
AIRGAS GREAT LAKES	NITROGEN CYLINDER RENTAL	\$ 56.40
RMS ENERGY CO, LLC	PERFORM PREVENTIVE MAINTENANCE	\$ 15,000.00
PEPCO	TRANSFORMER AND MATERIALS	\$ 1,352.00
OE MEYER	OPERATING SUPPLIES & MATERIALS	\$ 6.60
UNIFIRST CORPORATION	UNIFORMS, MATS & TOWELS	\$ 3.13
UNIFIRST CORPORATION	UNIFORMS, MATS & TOWELS	\$ 68.76
FRONTIER	TELEPHONE SERVICES	\$ 66.44
COMDOC, INC.	COPIER USAGE, MAINTENANCE & SUPPLIES	\$ 21.86
FROBOSE MARKET IGA	FUEL & SUPPLIES	\$ 3.54
STEVE FIRSDON	GASOLINE	\$ 314.34
COUNTYLINE CO-OP	MISC OPERATING SUPPLIES & MATERIALS	\$ 54.35
STAPLES CREDIT PLAN	MISC OFFICE SUPPLIES	\$ 16.49
AMP, INC.	OSHA TRAINING	\$ 95.50
UNION BANK COMPANY	UTILITY BILL COLLECTION	\$ 10.00
	Total Electric	\$ 17,169.41
Sewer 5201		
NORTHWESTERN WATER & SEWER DISTRICT	WET WELL CLEANING -SEWER	\$ 1,525.00
JONES & HENRY LABORATORIES INC.	LAB TESTING	\$ 850.80
UNIFIRST CORPORATION	UNIFORMS, MATS & TOWELS	\$ 3.13
UNIFIRST CORPORATION	UNIFORMS, MATS & TOWELS	\$ 32.24
FRONTIER	TELEPHONE SERVICES	\$ 66.44
COMDOC, INC.	COPIER USAGE, MAINTENANCE & SUPPLIES	\$ 21.87
FROBOSE MARKET IGA	FUEL & SUPPLIES	\$ 7.23
STEVE FIRSDON	GASOLINE	\$ 120.19
COUNTYLINE CO-OP	MISC OPERATING SUPPLIES & MATERIALS	\$ 20.06
BROWN SUPPLY CO.	MISC OPERATING SUPPLIES & MATERIALS	\$ 63.66
STAPLES CREDIT PLAN	MISC OFFICE SUPPLIES	\$ 16.50
AMP, INC.	OSHA TRAINING	\$ 95.50
UNION BANK COMPANY	UTILITY BILL COLLECTION	\$ 10.00
	Total Sewer	\$ 2,832.62

Water 5101		
MASI	LAB TESTING	\$ 246.25
MASI	LAB TESTING	\$ 126.95
BONDED CHEMICAL	CAUSTIC SODA 25% SODIUM HYPOCHLORIT	\$ 760.30
NATHAN SCHULTZE	TRAINING	\$ 215.00
NATHAN SCHULTZE	HOTEL	\$ 96.81
NATHAN SCHULTZE	MILEAGE TO AND FROM TRAINING	\$ 224.02
USA BLUEBOOK	FLOWLINE PP SHORT ULTRASONIC LIQUID	\$ 1,168.17
USA BLUEBOOK	RETRACTABLE INJECTION QUILL	\$ 919.90
MISSION COMMUNICATIONS, LLC	ANNUAL TELMETRY COMMUNICATION	\$ 347.40
CITY OF TOLEDO	LAB TESTING	\$ 100.00
UNIFIRST CORPORATION	UNIFORMS, MATS & TOWELS	\$ 3.13
UNIFIRST CORPORATION	UNIFORMS, MATS & TOWELS	\$ 32.24
FRONTIER	TELEPHONE SERVICES	\$ 66.44
COMDOC, INC.	COPIER USAGE, MAINTENANCE & SUPPLIES	\$ 21.86
FROBOSE MARKET IGA	FUEL & SUPPLIES	\$ 3.54
STEVE FIRSDON	GASOLINE	\$ 141.52
COUNTYLINE CO-OP	MISC OPERATING SUPPLIES & MATERIALS	\$ 18.57
BROWN SUPPLY CO.	MISC OPERATING SUPPLIES & MATERIALS	\$ 68.81
STAPLES CREDIT PLAN	MISC OFFICE SUPPLIES	\$ 16.50
AMP, INC.	OSHA TRAINING	\$ 95.50
UNION BANK COMPANY	UTILITY BILL COLLECTION	\$ 10.00
	Total Water	\$ 4,682.91
	Total for all Utilities	\$ 24,684.94

SEWER- Landry Sheets

Nothing to Report

WATER-Nathan Schultze

Nathan gave updates for College Ave., South Waterline Loop and East Front St. projects. The College Ave. bid information is in the newspaper and Nathan has spoken with B-Hillz; they may submit bid for the project. Steve Darmofal was wondering whether The Village has obtained easements for South Waterline and College Ave. projects. Chuck stated to have the Clerk check with the Solicitor regarding the easements. Chuck had questions regarding the possible East Front St. water/sewer lines. Chuck and Nathan discussed line placements. Nathan updated the Board about North Plant. The sump pumps in 2 well vaults are always wet so installing conduit to run 110 electricity to instead of battery.

Pember Grove Subdivision has passed all tests including bacteria samples, so the bed is all pressurized. Before curbs are poured will swing service from Obie's and Service garage, shortening up the lines. Nathan mentioned need to look at possible purchase of new water department truck, Chuck mentioned needing information from Nathan about air compressor that no longer use and need to look at getting rid of and needing information for an assistant for all departments that the Board has requested and not received.

Nathan brought up that there was a problem with the meter pit size for Pember Grove. Nathan had stated back in February 2019 during a special meeting with both engineers that he requested, and it was agreed upon that the pits would be 30" pit with a 20" lids. Nathan discovered that the pits have been installed with 12" lids. Nathan spoke with Greg Bockrath, Tom Oberhouse's engineer and Greg denied any such discussion and agreement. Nathan spoke with Greg Bockrath and Joe from B-Hillz and have

come to agreement that the pits will have 15" lid with the 18" tile. Nathan feels should be ok since they located the meters higher in the pits. Board discussed the issue and is concerned if pits will freeze since higher to ground level. Nathan stated that the pits have area for insulation to be installed to prevent freezing.

Dean mentioned the Personal Committee had discussed the idea of Jeff Barres possibly filling in on the weekend rotation for Water and Sewer Plant checks and that Landry was not wanting Jeff to be part of the rotation. Not sure as to reasoning, Chuck stated he would contact Landry and see why. Board agreed that would be nice for more employees to understand the Plant checks in case a need arises.

Mayor Bowman asked if Nathan had heard from Adkins Fence. Nathan stated he had not, will contact them tomorrow.

ELECTRIC –Jeff Barres

Jeff is waiting on couple more quotes for supplies. Infrastructure is on schedule for Pember Grove. Jeff is waiting on information from Tom Oberhouse regarding property line along Sycamore so that he won't have to relocate electric pole twice.

Jeff spoke with AMP regarding metering and line loss. Jeff would like to put together a study because he feels the Village is losing money with old electric meters. Normal line loss is approximately is 2% and Jeff feels the Village loss is higher. Jeff also spoke with AMR regarding getting information and costs. Jeff asked the Board if they would like an aggressive approach to replacing meters or to switch out meters as needed. Board discussed and requested Jeff wait till warmer weather. Chuck stated that the residents need to know and understand the electric usage/costs may be higher since digital meter is more accurate than old dial meter. Jeff also stated that he only changes out meters when the resident is aware and present at the time the meter exchange is performed. The Board would like Jeff to make a list and take photos of unsafe electric service; the residents will be informed of issue that needs repaired/replaced. Jeff will get more information for the Board to review regarding installing digital meters to all properties. Jeff questioned the streetlights needing installed at the entrance of Pember Grove, needs preliminary installation done before curbs are done. Dean asked if still looking at feeds for Pember Grove, Jeff stated looking at 3 different feeds. Jeff will coordinate placement of feeds. Sherman Ave. will be the main feed.

MISCELLANEOUS

Chuck mentioned all departments need to prepare and turn in appropriations for next year. Board asked both Nathan and Jeff about providing information for assistant, Jeff stated he would like to use Brian another year for the Fair. Board would like to use the assistant for all three departments. Chuck would like all 3 Superintendents to get together and provide list of job descriptions to the Clerk.

Tom Oberhouse asked about the water pits and meters problems. Nathan had spoken earlier in meeting regarding this. Tom asked who Nathan had spoken to regarding this and Board stated Greg Bockrath and Joe from B-Hillz. Tom asked if the compromise would work and Chuck stated Nathan thought it would. Tom Oberhouse mentioned the final plat is complete and has been turned into the Village office.

Chuck stated that Landry contacted him regarding some quotes he wanted presented tonight. Chuck spoke about the quote from Ohio Pump for repair of the 15 hp pump for \$5605.00, purchase of 50 hp pump for \$15,600.00 and hydromatic sealing flanges for \$300.00. All 3 items will have S/H additional. These pumps are specialty items and not able to get 3 quotes for items needed. Discussion ensued; Dean motioned Tom seconded the acceptance of the quote for purchases and repairs from Ohio Pump. Rutter & Dudley Asphalt Maintenance, Inc. is the only company to provide a quote for the asphalt area for the spoil pile that has been proposed to be moved to the Sewage Treatment Plant. The quote for \$11,295.00 was discussed and Tom motioned, and Dean seconded the quote for approval of \$11, 295.00. The total cost will be split between storm sewer, water and street departments. Chuck stated Ron Reazin has

moved his driveway and the street department needs to fill the area left with asphalt. Chuck also presented a quote comparison between ZEP and 1st Ayd for 5 gallon Lift Station Cleaner. Cost from ZEP is \$3112.32 and 1st Ayd is \$1270.80. Board approved purchasing the Lift Station Cleaner from 1st Ayd. Chuck questioned when the Sunshine Law training needed completed and the other Board members stated the training must be completed by end of his term, which is this December. Dean provided Chuck with the website link to complete the training.

Dean mentioned the amount of funds in the storm sewer fund and the Board determined that Feller, Finch and Associates should proceed with providing drawings for the drainage issue at the Reardon property at 736 W. Front St. Clerk to notify Steve to proceed with drawings. Dean asked if anything has been determined regarding Charlie Aring questioning sewer charges with having a septic system. Cindy mentioned the Clerk has been looking into it but has not found anything yet. Chuck said the Board still needs information from Nathan and Jeff regarding air compressor and electric department truck so both can be sold.

Chuck asked about insurance coverage and keys for Board members, no information was available.

With no further business to discuss, the meeting was adjourned at 8:55 p.m. The next meeting will be Monday November 4, 2019 at 7:00 p.m.

President

Clerk
