

VILLAGE OF PEMBERVILLE
BOARD OF PUBLIC AFFAIRS
September 14, 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 and Jeff Barres. Dean Krukemyer called the meeting to order at 7:00 p.m. Chuck questioned the wording and if correct information was on the August 31st minutes pertaining to Mayor Bailey stating amount of monies in the water tower fund. Clerk will correct the wording and Mayor Bailey stated the amount in the fund is correct. Chuck Schulte motioned to approve the corrected minutes from August 31, 2020 and the minutes from the special meeting from September 3, 2020. Tom Mauk seconded the motions. Motions passed. The following bills were approved for payment:

Board Of Public Affairs
Bills being submitted for payment **Sept 14, 2020**

<u>Electric 5301</u>		
JOHN COURTNEY	CONSULTANT RETAINER	\$ 100.00
AIRGAS GREAT LAKES	LARGE NITROGEN CYLINDER RENTAL	\$ 128.67
UNION BANK	COLLECTION OF UTLITY BILLS	\$ 10.00
TREASURER, STATE OF OHIO	UAN QUARTERLY FEES	\$ 237.00
COMDOC, INC.	COPIER LEASE, MAINTENANCE & SUPPLIES	\$ 42.78
STEVE FIRSDON	GASOLINE	\$ 42.66
STAPLES CREDIT PLAN	MISC. OPERATING SUPPLIES & MATERIALS	\$ 21.41
STAPLES CREDIT PLAN	MISC. OPERATING SUPPLIES & MATERIALS	\$ 71.05
FRONTIER	TELEPHONE SERVICES	\$ 66.65
	Total Electric	\$ 653.57
<u>Sewer 5201</u>		
COUNTYLINE CO-OP	OPERATING SUPPLIES & MATERIALS	\$ 50.06
JONES & HENRY LABORATORIES	LAB TESTING	\$ 963.40
FROBOSE MARKET IGA	GASOLINE	\$ 19.17
UNION BANK	COLLECTION OF UTILITY BILLS	\$ 10.00
TREASURER, STATE OF OHIO	UAN QUARTERLY FEES	\$ 237.00
COMDOC, INC.	COPIER LEASE, MAINTENANCE & SUPPLIES	\$ 42.78
STEVE FIRSDON	GASOLINE	\$ 82.51
STAPLES CREDIT PLAN	MISC. OPERATING SUPPLIES & MATERIALS	\$ 21.41
STAPLES CREIT PLAN	MISC. OPERATING SUPPLIES & MATERIALS	\$ 71.04
FRONTIER	TELEPHONE SERVICES	\$ 118.92
FRONTIER	TELEPHONE SERVICES	\$ 66.65
	Total Sewer	\$ 1682.94
<u>Water 5101</u>		
PERRYSBURG PIPE & SUPPLY CO	ELEVATOR RING	\$ 168.64
MASI	LAB TESTING	\$ 524.60
COUNTYLINE CO-OP	OPERATING SUPPLIES & MATERIALS	\$ 30.89
UNION BANK	COLLECTION OF UTILITY BILLS	\$ 10.00
TREASURER, STATE OF OHIO	UAN QUARTERLY FEES	\$ 237.00
COMDOC, INC.	COPIER LEASE, MAINTENANCE & SUPPLIES	\$ 42.77
COMDOC, INC.	RCAP SURVEY	\$ 56.45
STEVE FIRSDON	GASOLINE	\$ 168.10

STAPLES CREDIT PLAN	MISC. OPERATING SUPPLIES & MATERIALS	\$ 21.41
STAPLES CREDIT PLAN	MISC. OPERATING SUPPLIES & MATERIALS	\$ 71.04
FRONTIER	TELEPHONE SERVICES	\$ 66.65
	Total Water	\$ 1397.55
	Total for all Utilities	\$ 3734.06

SEWER- Landry Sheets

Not in attendance

ELECTRIC –Jeff Barres

Jeff updated the Board on the progress he and John have made at Pember Grove and the other electrical needs within the village. The Spectrum power supply box is energized and ready for Spectrum to utilize. Dean asked if all utilities in Pember Grove including Amplex and Spectrum are underground, Jeff replied yes all utilities are underground and everything is in the backyards except for Columbia Gas. John will be working with Jeff for the next month or so until Jeff is caught up. Jeff informed the Board that the pole at the emergency entrance to Pember Grove has been moved.

Jeff has been in contact with Lake Erie Tree Company regarding the trees that are in need of being removed at the Pisula's property and a few others. Jeff will meet with the Mayor to determine what to cut down and what to trim.

WATER-Nathan Schultze

Nathan mentioned flooding at IGA parking lot due to road construction on College Ave. Nathan and Mayor Bailey have been in contact with Steve Darmofal regarding this issue. Steve is verifying if the contractor completed the road grade/construction correctly and what to do to remedy the problem. Possibly will need to install storm sewer basin or raise the parking lot to allow for the water to not pool.

Mayor Bailey mentioned that she had spoken with Martin and Misty Smith regarding the waterline easement. Their property only has a 16 ½ ft. width on the back side. The Board agreed to obtain the waterline easement with the 20 ft. width coming off College Ave. till where it becomes 16 ½ ft. and continuing to Martin Ave. The total payment for the easement will be \$17,880.00. Mayor Bailey will contact the Smiths and let them know the Village's decision and then contact Mr. Kuhlman to write up the Easement documentation. The Board will seek engineering for the waterline once the easement is completed and recorded.

Nathan presented information regarding soil boring at the proposed water tower site. Previously, the clerk had presented quotes for the soil borings from Bowser Morner and TTL. The Board previously approved the TTL quote due to providing 3 borings and Bowser Morner only had 2 borings in the quote. Nathan spoke with Bowser Morner and requested an updated proposal including 3 borings. Bowser Morner provided an updated quote for 3 borings at a cost of \$4931.00. The Board reviewed the new quote of \$4931.00 from Bowser Morner and original quote from TTL of \$5800.00. The Board approved the quote of \$4931.00 from Bowser Morner to provide 3 soil borings of the area where the proposed new water tower may be located.

MISCELLANEOUS

The Clerk presented a quote for a pressure washer to be purchased for the sewer department. The Board reviewed the quote and determined would like more information on the power washer and the warranty provided with the purchase. The Board would like the Clerk to notify Landry that they would like more than this one quote.

The Clerk notified the Board that the new hire Kevin Osburn has completed all required testing and will report to first day of work on October 5, 2020.

Payment approvals-14

Miscellaneous adjustments – 2 Write off's (final bills not paid)/1 penalty removed/1 excessive water usage/7 Village Owned/ 7 GovPay/1 slow tenant response

Vacation Requests- 4(Landry)

With no further business to discuss, the meeting was adjourned at 8:15 p.m. The next meeting will be Monday October 5, 2020 at 7:00 p.m.

President

Clerk
