

**VILLAGE OF PEMBERVILLE  
BOARD OF PUBLIC AFFAIRS  
July 6, 2021**

Present at the regular meeting of the Board of Public Affairs were Chuck Schulte, Tom Mauk, Clerk Melody Siebenaler, Nathan Schultze, Landry Sheets, Stacey Flores, Sheila Swartz, Roger Sargent (American Legion treasurer and Eric Witker (American Legion Commander). Dean Krukemyer (Board President) was not present, so Chuck Schulte called the meeting to order at 7:00 p.m. Tom Mauk motioned to approve the June 14, 2021, minutes and Chuck Schulte seconded the motion. Minutes approved. The following bills were approved for payment.

**Board of Public Affairs  
Bills being submitted for payment July 6, 2021**

<b>Electric 5301</b>		
JOHN COURTNEY	ELECTRIC CONSULTANT RETAINER SERVICES	\$ 100.00
AMP, INC.	ELECTRICITY	\$ 66,444.86
AMP, INC.	OMEGA-JV5 PRINCIPAL PAYMENT	\$ 6,722.73
AMP, INC.	OMEGA -JV5 INTEREST PAYMENT	\$ 200.00
1000BULBS.COM	SUPPLIES & MATERIALS FOR FREE FAIR	\$ 607.98
O.E. MEYER CO	LARGE & SMALL CYLINDER RENTAL	\$ 6.90
LAKE ERIE TREE SERVICE	TREE & STUMP REMOVAL	\$ 7,175.00
TEREX SERVICES	REPAIRS & MAINTENANCE	\$ 859.21
UNION BANK COMPANY	COLLECTION OF UTILITY BILLS	\$ 10.00
UNIFIRST CORPORATION	UNIFORMS, MATS & TOWELS	\$ 19.75
UNIFIRST CORPORATION	UNIFORMS, MATS & TOWELS	\$ 9.40
AUTOMATIC FIRE PROTECTION	FIRE EXTS. SERVICED	\$ 110.10
COMDOC INC.	COPIER LEASE, MAINTENANCE & SUPPLIES	\$ 55.07
AMP, INC.	ELECTRICITY	\$ 76,862.42
AMP, INC.	OMEGA JV5 PRINCIPAL PAYMENT	\$ 6,722.73
AMP, INC.	OMEGA JV5 INTEREST PAYMENT	\$ 200.00
COMDOC INC.	COPIER LEASE, MAINTENANCE & SUPPLIES	\$ 28.28
STAPLES CREDIT PLAN	MISC. OPERATING SUPPLIES & MATERIALS	\$ 33.51
VERIZON WIRELESS	BROADBAND & CELLULAR SERVICES	\$ 27.17
	<b>Total Electric</b>	<b>\$ 166,195.11</b>
<b>Sewer 5201</b>		
TD ENGINEERING LLC	E. FRONT ST. WATERLINE & FORCEMAIN IMPROVEMENT	\$ 977.50
CITY OF PERRYSBURG	SEWER PROCESSING	\$ 452.40
AQUIONICS INC.	MISC OPERATING SUPPLIES & MATERIALS	\$ 191.59
UNION BANK COMPANY	COLLECTION OF UTILITY BILLS	\$ 10.00
UNIFIRST CORPORATION	UNIFORMS, MATS & TOWELS	\$ 19.75
UNIFIRST CORPORATION	UNIFORMS, MATS & TOWELS	\$ 9.40
AUTOMATIC FIRE PROTECTION	FIRE EXTS. SERVICED	\$ 30.90
COMDOC INC.	COPIER LEASE, MAINTENANCE & SUPPLIES	\$ 55.07
COMDOC INC.	COPIER LEASE, MAINTENANCE & SUPPLIES	\$ 28.28
STAPLES CREDIT PLAN	MISC OFFICE SUPPLIES & MATERIALS	\$ 33.51
HOME DEPOT CREDIT SERVICES	MISC. OPERATING SUPPLIES & MATERIALS	\$ 313.97
VERIZON WIRELESS	BROADBAND & CELLULAR SERVICES	\$ 27.17
BROWN SUPPLY CO.	MISC. SUPPLIES & MATERIALS	\$ 41.01

	<b>Total Sewer</b>	<b>\$ 2,190.55</b>
<b>Water 5101</b>		
BONDED CHEMICALS, INC.	CAUSTIC SODA, SODIUM HYPOCHLORITE, CARU	\$ 1,572.85
BONDED CHEMICALS, INC.	HYDROCHORIC ACID	\$ 832.00
MASI	LAB TESTING	\$ 413.85
TD ENGINEERING LLC	WATER TOWER-PRELIMINARY DESIGN PHASE	\$ 4,745.00
UNION BANK	COLLECTION OF UTILITY BILLS	\$ 10.00
UNIFIRST CORPORATION	UNIFORMS, MATS & TOWELS	\$ 19.75
UNIFIRST CORPORATION	UNIFORMS, MATS & TOWELS	\$ 9.40
AUTOMATIC FIRE PROTECTION	FIRE EXTS SERVICED	\$ 161.40
COMDOC, INC.	COPIER LEASE, MAINTENANCE & SUPPLIES	\$ 55.07
COMDOC, INC.	COPIER LEASE, MAINTENANCE & SUPPLIES	\$ 28.28
STAPLES CREDIT PLAN	MISC OFFICE SUPPLIES & MATERIALS	\$ 33.51
STAPLES CREDIT PLAN	CARDSTOCK FOR WATER CONSUMPTION	\$ 64.08
STAPLES CREDIT PLAN	CARDSTOCK & LABELS	\$ 76.50
VERIZON WIRELESS	BROADBAND & CELLULAR SERVICES	\$ 67.27
BROWN SUPPLY CO.	MISC SUPPLIES & MATERIALS	\$ 41.01
	<b>Total Water</b>	<b>\$ 8,129.97</b>
<b>Water 5701</b>		
TD ENGINEERING LLC	E. FRONT ST. WATERLINE & FORCEMAIN IMPROVEMENT	\$ 977.50
	<b>Total Water 5701</b>	<b>\$ 977.50</b>

**Total for all Utilities**

**\$177,493.13**

### **SEWER- Landry Sheets**

Landry informed the Board that he had spoken with Mark at the Co-op regarding the Waterline/ForceMain project and the need to schedule the project around farm trucks needing to get to the scales and Hirzel's tomato processing. Timing of the project will be crucial.

Landry has spoken with Erik at TD Engineering about the Neo. Erik said we should be receiving the 250-gallon tote either this week or next. Chuck asked what would use to move tote around if pallet jack will not work and he suggested renting something if need to. Bergren working on pump to use for the phosphorus removal.

Landry stated has not completed the change out on the Huber from metric to standard thread.

Landry presented quotes from Jim Palmer Excavating for catch basin replacement at Sycamore & Front St. \$5593.49; 430 Maple St. \$5593.49; Marshall St. west of Elm St. \$5143.49 and B Hillz Excavating Sycamore & Front St. \$3175.00; 430 Maple St. \$2989.00; 133 Marshall Ave. \$2849.00. Board reviewed/compared the quotes and Chuck asked Landry to get clarification on what is repaired on the B Hillz Excavating proposal. Does not appear to be straight comparison between the 2 quotes.

The main pump station floats have all been changed out to the donut style floats.

Landry informed the Board that sewer plant is having e-coli issues and that the UV bulbs are working but e-coli numbers are fluctuating and are high. It was determined there was a bad capacitor and Matt Meyer changed it out. Chuck asked if there is another test to check capacitor and Landry stated did not believe so.

Landry informed the Board will need to order more degreaser. Would like to go back to the citrus based instead of the soy based, Landry thinks the citrus based worked better even though it is more expensive. Board agreed to purchase what works best.

Landry stated he would like the ability to check grease traps located in food establishments.

Landry said he had spoken with Innovaliner Inc. regarding lining of pipes on South St. Was informed the cost for 300' was still approximately \$21, 000.00. (same as original quote). Chuck asked if the thickness of the lining could affect the flow. Landry said was unsure but did not think so. Landry will verify before moving forward.

### **ELECTRIC –Jeff Barres**

Not in attendance

### **WATER-Nathan Schultze**

Chuck asked Nathan to walk College Ave. and determine landscape areas needing fixed and make the necessary repairs.

Nathan asked if the Board was going to discuss deduct metering at tonight's meeting. Chuck stated he wanted Dean present during the discussion, but that Chuck and Dean have spoken about it and Dean is not in favor of deduct metering and Nathan is not in favor also. Discussion tabled.

### **MISCELLANEOUS**

Roger Sargent and Eric Witker (American Legion) asked the Board if would provide 12 months of utilities at no charge to them. The Legion is experiencing financial difficulties and do not have the funds to continue running. This is due to Covid and not having events for the last 18 months. The Legion will be 102 years old in October and would like to continue serving the veterans and area. It was asked if the Legion received any monies from Covid funds and Roger stated "yes, did get some money". Tom Mauk asked if the Legion had information as to what the bills have been over last year and Roger stated no, would have to dig the information up. The Clerk stated she can provide the information to the Board for review. Chuck and Tom both mentioned that the Board has to do what is fair for all villagers and business owners. Chuck stated the Board would review the information when all members are present and determine if any forgiveness can be given.

Stacey Flores and Sheila Swartz attended the meeting to get information on the new water tower and potential building site. They feel the Village hid the idea of a new water tower and it possibly being built in the park. Chuck stated talk of new water tower has been ongoing for over 20 years and all meetings are open to the public. Tom Mauk asked Nathan what style of tower is proposed and Nathan stated sphere but did have information provided by Steve Darmofal of different styles of towers. Both Stacey and Sheila viewed the information and Sheila asked if a site plan (view) with the tower placement could be provided.

Stacey asked about the minutes not being available online until recently and that the May 20, 2019, minutes mentioned 6 possible sites within the village for the water tower. Clerk explained was oversight in office due to working from home and delay in sending to 3<sup>rd</sup> party for posting. Chuck explained the sites were just some areas given and the reasons why most of the mentioned possible sites would not work and that the cost to build 2 towers was too expensive. Sheila and Stacey mentioned the access pipe has already been installed at the park so seems like it is a done deal. Chuck and Nathan both explained that since College Ave. was being reconstructed it made the most sense to install it at that time (since was possible site) so would not have to dig up the road to install at later time (saving both expense and issues with College Ave.). Nathan stated if the line was not used would not be an issue. Stacey asked about the driveway being blacktopped (as mentioned in previous minutes) and Chuck stated that he had approached the School Board President asking if Eastwood Schools would give an easement for assess to

the proposed site. If the school provided an easement then the village would blacktop the driveway to allow better access to the tower and cut down on dust. The School Board President stated the Village would need to present request to School Board for decision and that has not been done yet.

Stacey questioned the condition of the current tower and reasons why do not repair it. Nathan and Chuck both explained the issues with the tower and cost associated with repairing it.

Chuck mentioned that he had received a call from Trudy Davies regarding the water tower also. He tried calling her back during the meeting so the call could be recorded, and she did not answer.

The Clerk provided information received from Tim Jividen at 108 Martin Ave. Jividen's had spoken with Nathan and stated their underground dog fence was damaged during the Pine St. Waterline Extension project. Nathan asked them to provide a copy of the repair bill for reimbursement since was Village project that damaged it. Chuck and Tom reviewed the bill and approved the repair charges.

Payment approvals-21

Miscellaneous adjustments-(7) Village Owned/ (8) GovPay/ (2) Credit Transfer/ (2) Balance Transfer

Vacation Requests-(1) Melody/ (1) Jeff/ (1) Nathan/ (3) Kevin

**With no further business to discuss, the meeting was adjourned at 9:58 p.m. The next meeting will be Monday July 19, 2021, at 6:30 p.m. and will be a combined meeting with Council to discuss water tower.**

**President**

**Clerk**

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