

VILLAGE OF PEMBERVILLE
BOARD OF PUBLIC AFFAIRS
August 16, 2021

Present at the regular meeting of the Board of Public Affairs were President Dean Krukemyer, Chuck Schulte, Tom Mauk, Clerk Melody Siebenaler, Mayor Carol Bailey, Jeff Barres, Tom Oberhouse, Tom Swartz, David Wilson, Stacey Flores, Eric Campbell, Joni Abke, Denny Henline, Susan Rahe and Gene Steele. Dean Krukemyer called the meeting to order at 7:00 p.m. Chuck Schulte asked for wording to be changed regarding school property on the August 2, 2021, minutes. Clerk will correct wording. Tom Mauk motioned to approve the amended August 2, 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 **Aug 16, 2021**

<u>Electric 5301</u>		
JOHN COURTNEY	ELECTRIC CONSULTANT RETAINER	\$ 100.00
AIRGAS GREAT LAKES	LARGE NITROGEN CYLINDER RENTAL	\$ 67.00
AMP, INC	ELECTRICITY	\$ 80,135.53
AMP, INC.	OMEGA JV5- PRINCIPAL PAYMENT	\$ 6,622.73
AMP, INC.	OMEGA JV5-INTEREST PAYMENT	\$ 300.00
PEPCO	MISC. OPERATING SUPPLIES & MATERIALS	\$ 947.25
AMP, INC.	OMEA 0221 ANNUAL DUES	\$ 810.90
UNION BANK CO.	COLLECTION OF UTILITY BILLS	\$ 10.00
AMP, INC.	OSHA SAFETY MEETING	\$ 99.40
STAPLES CREDIT PLAN	MISC. OPERATING SUPPLIES & MATERIALS	\$ 79.54
STAPLES CREDIT PLAN	MISC. OPERATING SUPPLIES & MATERIALS	\$ 20.26
FROBOSE MKT IGA	GASOLINE & SUPPLIES	\$ 4.00
STEVE FIRSDON	GASOLINE	\$ 365.41
COUNTYLINE CO-OP	MISC. OPERATING SUPPLIES & MATERIALS	\$ 96.57
AMPLEX	INTERNET, TELEPHONE & FAX	\$ 37.46
XEROX FINANCIAL SERVICES	COPIER LEASE, MAINTENANCE & SUPPLIES	\$ 95.70
	Total Electric	\$ 89,791.75
<u>Sewer 5201</u>		
JONES & HENRY	LAB TESTING	\$ 865.20
JIM PALMER EXCAVATING	REMOVED LOADS OF DEBRIS	\$ 290.00
FRONTIER	PHONE SERVICE	\$ 121.20
THE UNION BANK	COLLECTION OF UTILITY BILLS	\$ 10.00
AMP, INC.	OSHA SAFETY MEETING	\$ 99.40
STAPLES CREDIT PLAN	MISC. OPERATING SUPPLIES & MATERIALS	\$ 79.54
STAPLES CREDIT PLAN	MISC. OPERATING SUPPLIES & MATERIALS	\$ 20.26
FROBOSE MKT IGA	GASOLINE & SUPPLIES	\$ 4.00
STEVE FIRSDON	GASOLINE	\$ 297.78
COUNTYLINE CO-OP	MISC. OPERATING SUPPLIES & MATERIALS	\$ 104.43
AMPLEX	INTERNET, TELEPHONE & FAX	\$ 59.95
XEROX FINANCIAL SERVICES	COPIER LEASE, MAINTENANCE & SUPPLIES	\$ 95.70
	Total Sewer	\$ 2,047.46

<u>Water 5101</u>		
MAUMEE SUPPLY, PLB & HT	MISC. OPERATING SUPPLIES & MATERIALS	\$ 132.85
MASI	LAB TESTING	\$ 627.90
CORE & MAIN	MISC. OPERATING SUPPLIES & MATERIALS	\$ 1,054.06
PERRYSBURG PIPE & SUPPLY	MISC. OPERATING SUPPLIES & MATERIALS	\$ 740.55
THE UNION BANK	COLLECTION OF UTILITY BILLS	\$ 10.00
AMP, INC.	OSHA SAFTEY MEETING	\$ 99.40
STAPLES CREDIT PLAN	CARDSTOCK FOR WATER CONSUMPTION	\$ 60.82
STAPLES CREDIT PLAN	MISC. OPERATING SUPPLIES & MATERIALS	\$ 79.53
STAPLES CREDIT PLAN	MISC. OPERATING SUPPLIES & MATERIALS	\$ 126.89
STAPLES CREDIT PLAN	MISC. OPERATING SUPPLIES & MATERIALS	\$ 20.26
FROBOSE MKT IGA	GASOLINE & SUPPLIES	\$ 3.99
STEVE FIRSDON	GASOLINE	\$ 331.13
COUNTYLINE CO-OP	MISC. OPERATING SUPPLIES & MATERIALS	\$ 198.30
AMPLEX	INTERNET, TELEPHONE & FAX	\$ 37.47
XEROX FINANCIAL SERVICES	COPIER LEASE, MAINTENANCE & SUPPLIES	\$ 95.69
	Total Water	\$ 3,618.84

Total for all Utilities

\$ 95,458.05

SEWER- Landry Sheets

Not in attendance

ELECTRIC –Jeff Barres

Stated set- up for the fair going well.

WATER-Nathan Schultze

Not in attendance

MISCELLANEOUS

Tom Oberhouse was present to discuss possible sewer line extension to his business property on Kesson Rd. Chuck stated he had spoken with Landry regarding this matter, and he asked Tom to come to the next BPA meeting to discuss in detail as Steve Darmofal will be at that meeting. Chuck did explain past practice has been to install utility lines to parcel lot line. Chuck will have Landry reach out to Lynette Oberhouse and Charlie Aring to invite them to the meeting since they own property on Kesson Road.

Tom also informed the Board that he has ordered the light poles for Pember Grove. The poles were ordered through Gross Electric and will be delivered to the Electric Department building. The concrete bases are coming from a vault company.

Mayor Bailey stated she had spoken to Landry regarding training Jeff for the sewer plant checks. Landry will get with Jeff after the fair and show him what needs done. Jeff will then be put on the plant check schedule rotation.

Mayor Bailey informed everyone that she and Steve Darmafol had applied for 2 construction and 2 design grants last Friday. Steve chose to change the Board's ranking of projects based on criteria needs. The design grants applied for were #1 Downtown Waterlines #2 Water Tower and the construction grants were #1 South End Waterline Loop #2 E. Front St. Waterline/Force Main. Mayor Bailey stated she

received information today requiring additional information be included. She will submit within next day or so. The county is allowing each village/municipality 20 bonus points to be applied how they wish (all on one project or divided amongst projects submitted). Mayor Bailey asked the Board how they wanted to distribute the points. The Board discussed and stated to have Steve speak with the county and then determine where best to distribute the bonus points. The Board recommends (if best option) to place all 20 points on 1 project.

The Board suggested if the projects are rated together (design & construction) **#1** South End Waterline Loop **#2** Downtown Waterlines **#3** E. Front St. Waterline/Force Main **#4** Water Tower. If rated design only **#1** Downtown Waterlines **#2** Water Tower, if rated construction only **#1** South End Waterline Loop **#2** East Front St. Waterline/Force Main.

Eric Campbell has been contacted by a resident requesting a building permit. There is question to easement(s) on the property; Eric provided an arial view of the property and the electric lines in question. Eric has not been able to locate any recorded easements on the property in question and asked the Board for direction on the matter. There are several areas within the Village that raise question as to easements.

Questions were raised regarding the proposed water tower and building sites by Stacey Flores, Tom Swartz, Joni Abke, and Denny Hine. Stacey asked if borings had been done on school property. Clerk stated started today and will finish tomorrow. Questions were asked- location of the borings being done and expense involved; answers were given. Tom Swartz mentioned he thinks should have 2 towers and Chuck agreed he feels that would be best option for the Village but financially not possible. The Village cannot afford 2 towers and the waterlines needed to supply the village.

Mayor Bailey stated hoping grant money will pay for large portion of the water tower. Attendees mentioned Roger Burtchin property or old lumberyard and Mayor Bailey stated Fire Chief does not support either location. Denny Hine asked what will happen to the old tower; Board responded will be taken down. Denny does not feel Village should acquire the school property. He would like the Village to determine 3 best locations for the water tower and take to residents for a vote. Joni Abke asked about property closer to scout cabin and Chuck responded that is where the Main sewer lift station is located so not an option. Dave Wilson asked a few questions regarding the school property. Susan Rahe questioned if the Village should accept the school building if offered. Mayor Bailey stated that no decision or agreement has been made pertaining to the school building or property. Eric Campbell questioned water tower and future growth. Chuck Schulte stated unable to grow at Village limits due to properties being in the township and township has agreement with Northwest Water & Sewer. Properties would need to be annexed into the Village.

Chuck Schulte mentioned the Department Superintendents receive up to 2 hours compensation time for attending meetings and the meetings have been taking more than 2 hours. Board discussed needing to review this matter and adjust reflect actual time spent at meetings.

Clerk presented request from Pemberville Carryout to remove late penalties assessed to last month's bill. The bill was overlooked and not paid prior to end of the month. Elaine Frobose has paid bill in full and requested credit to account if possible. Board discussed and approved 1 time removal per 12-month timeframe. Clerk will notify Elaine Frobose of credit to account.

Clerk requested Board recommend the Village provide cell phone reimbursement to her due to still receiving calls/texts for Village business. Board agreed to recommend reimbursement.

Miscellaneous adjustments-(7) Village Owned/(1)Account finalized/(2)Pool Fill/(1)Toilet Leak/(1)Electric Meter mis-read/(1)refund given

Vacation Requests-(1) Landry

With no further business to discuss, the meeting was adjourned at 8:35 p.m. The next meeting will be Tuesday September 7, 2021, at 7:00 p.m.

President

Clerk
