

**VILLAGE OF PEMBERVILLE  
BOARD OF PUBLIC AFFAIRS  
September 7, 2021**

Present at the regular meeting of the Board of Public Affairs were President Dean Krukemyer, Chuck Schulte, Tom Mauk, Clerk Melody Siebenaler, Nathan Schultze, Landry Sheets, Steve Darmofal, Steve Heimlich, and Tom Oberhouse. Dean Krukemyer called the meeting to order at 7:00 p.m. Chuck Schulte asked for wording to be changed regarding Superintendent meeting compensation and Kesson Rd. sewer extension. Wording corrected. Tom Mauk motioned to approve the amended August 16, 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      Sept 7, 2021**

<b><u>Electric 5301</u></b>		
PEPCO	MISC. OPERATING SUPPLIES	\$ 474.00
JOHN COURTNEY	ELECTRIC CONSULTANT RETAINER SERVICES	\$ 100.00
UNION BANK CO.	COLLECTION OF UTILITY BILLS	\$ 10.00
HOME DEPOT CREDIT SERVICE	SUPPLIES FOR THE FAIR	\$ 112.00
HOME DEPOT CREDIT SERVICE	MISC. SUPPLIES	\$ 289.70
CARDMEMBER SERVICES	POSTAGE FOR POSTAGE METER PLUS FEE	\$ 20.70
UNIFIRST CORPORATION	UNIFORMS, MATS & TOWELS	\$ 79.72
VERIZON WIRELESS	BROADBAND & CELLULAR SERVICES	\$ 27.08
COMDOC INC.	COPIER MAINTENANCE & SUPPLIES	\$ 38.17
	<b>Total Electric</b>	<b>\$ 1,151.37</b>

<b><u>Sewer 5201</u></b>		
USA BLUEBOOK	MISC. OPERATING SUPPLIES & MATERIALS	\$ 3,367.88
RUTTER & DUDLEY ASPHALT	NEW PARKING AREA AT WATER TREATMENT	\$ 6,950.00
TD ENGINEERING LLC	E. FRONT WATERLINE/FORCEMAIN IMP	\$ 977.50
TD ENGINEERING LLC	ODD INFRASTRUCTURE GRANT APP/KESSON RD.	\$ 1,335.50
ZEP MANUFACTURING	ORANGE FLOAT XT-5490 5 GL.	\$ 3,413.58
UNION BANK CO.	COLLECTION OF UTILITY BILLS	\$ 10.00
CARDMEMBERS SERVICES	POSTAGE FOR POSTAGE METER PLUS FEE	\$ 20.70
CARDMEMBERS SERVICES	MATERIALS FROM GROSS ELECTRIC	\$ 675.00
SARAH DYER	REIMBURSEMENT FOR AMAZON PURCHASE	\$ 63.84
SARAH DYER	REIMBURSEMENT FOR AMAZON PURCHASE	\$ 320.24
UNIFIRST CORPORATION	UNIFORMS, MATS & TOWELS	\$ 41.31
VERIZON WIRELESS	BROADBAND & CELLULAR SERVICES	\$ 27.08
COMDOC, INC.	COPIER LEASE, MAINTENANCE & SUPPLIES	\$ 38.17
	<b>Total Sewer</b>	<b>\$ 17,240.80</b>

<b><u>Water 5101</u></b>		
GREAT LAKES RENTAL	ICS POWERGRIT CHAIN 16"	\$ 440.00
MASI	LAB TESTING	\$ 597.51
BONDED CHEMICAL	CAUSTIC, SODIUM & CARCUS FOR SWP	\$ 1,667.05
BONDED CHEMICAL	SODIUM HYPOCHLORITE	\$ 325.00

USA BLUEBOOK	MISC. SUPPLIES & MATERIALS	\$ 1,026.65
USA BLUEBOOK	MISC. SUPPLIES & MATERIALS	\$ 143.48
RUTTER & DULEY ASPHALT	PATCHWORK (RT. 105, HICKORY, WATER)	\$ 2,850.00
RUTTER & DUDLEY ASPHALT	PATCHWORK (RT. 105)/CRACK FILL AT WATER PLANT	\$ 830.00
NATHAN SCHULTZE	REIMBURSEMENT FOR BULKHEAD FITTING	\$ 17.98
TD ENGINEERING LLC	WATER TOWER-PRELIM. DESIGN PHASE	\$ 2,847.00
TD ENGINEERING LLC	ODD INFRASTRUCTURE GRANT APPLICATION	\$ 2,639.50
UNION BANK	COLLECTION OF UTILITY BILLS	\$ 10.00
HOME DEPOT CREDIT SERVICE	MISC. SUPPLIES & MATERIALS	\$ 14.97
CARDMEMBER SERVICES	POSTAGE FOR POSTAGE METER PLUS FEE	\$ 20.70
SARAH DYER	REIMBURSEMENT FOR AMAZON PURCHASE	\$ 63.84
UNIFIRST CORPORATION	UNIFORMS, MATS & TOWELS	\$ 41.31
VERIZON WIRELESS	BROADBAND & CELLULAR SERVICES	\$ 67.21
COMDOC, INC.	COPIER LEASE, MAINTENANCE & SUPPLIES	\$ 38.17
	<b>Total Water</b>	<b>\$ 13,640.37</b>
<b><u>Water 5701</u></b>		
TD ENGINEERING LLC	E. FRONT ST. WATERLINE/FORCEMAIN IMP	\$ 977.50
	<b>Total Water 5701</b>	<b>\$ 977.50</b>
<b><u>Storm Sewer 5202</u></b>		
JIM PALMER EXCAVATING	CATCH BASINS	\$ 16,330.47
	<b>Total Sewer 5202</b>	<b>\$ 16,330.47</b>

**Total for all Utilities**

**\$ 49,340.51**

### **SEWER- Landry Sheets**

Landry presented quote for heater & air conditioner unit for the sewer plant in the amount of \$6141.01 from Gearhart Plumbing & Heating. Will need to run electrical connection if installed. Board discussed and questioned using a gas heater instead of electric. Chuck asked Landry to get additional quotes for an apple-to-apple comparison.

Landry informed the Board that he had been contacted regarding catch basin located at 786 West Front St. Resident is wanting to install rock around the catch basin for water runoff. Question as to who is responsible for maintenance of the area.

The pump has been installed for the rare earth metal used for Phosphorus removal and Landry is wanting to check the MSDS for the freezing temperature of the product. Will be starting the pilot study soon.

Board asked if Brian would be here September 17<sup>th</sup>? Both Nathan and Landry had requested the day off. Board approved Nathan's request (submitted 1<sup>st</sup>) and if Brian will be here Board ok with Landry being off. Landry will check with Brian.

### **ELECTRIC –Jeff Barres**

Not in attendance

## **WATER-Nathan Schultze**

Nathan informed the Board he received notification from Bowser/Morner that the soil borings were completed and both locations tested are suitable for the water tower. Dean asked about other locations, Nathan, and Steve Darmofal both discussed reasons why other locations would not work. Board discussed school property and Tom Mauk mentioned Pine St. timeframe is close for road replacement. Nathan asked the Board members if they would like Mayor Bailey to pursue talks with Eastwood School, Board stated yes. Nathan will inform Mayor Bailey to proceed with talking to the school.

Steve Heimlich stated he felt (at last Board meeting) some people were more in favor of water tower being placed on school grounds than in park area.

Steve Darmofal asked Board if would like him to finalize preliminary information. Tom Mauk asked Steve to provide bullet points as to why other areas would not work for the water tower site.

Nathan presented information from RCAP regarding performing a water rate study to determine water rate increase. Board reviewed the proposal and the costs of \$6500.00 associated with the study. Board discussed and decided not to accept the water rate study proposal and continue with reviewing the original recommendations for water rate increase. Chuck asked the Clerk to provide copies of the recommendations to Board members.

Steve Darmofal presented prints and discussed the E. Front St. Waterline/ForceMain project. Steve mentioned pipe bursting and Board had some questions regarding the process and results. Steve Heimlich stated he had knowledge of the process (Avon Lake did pipe bursting while he was employed there). He provided knowledge on the subject. Landry stated he had a contact at Miller Brothers who may be able to come to a meeting and provide answers if Board would like. Discussion still needed regarding hydrant placement at the sewer treatment plant. Dean asked about sewer issues and catch basins in the area. Landry will perform camera work with Rural Water to determine if anything is present. Steve Darmofal mentioned will possibly need easements from Jim Smith, American Legion and Hirzel Canning for the E. Front St. project.

## **MISCELLANEOUS**

Steve Darmofal informed the Board the grants that were submitted to the county for funding had been graded. There was a total of 16 submitted countywide and Pemberville had the South End Waterline Loop place 4<sup>th</sup> and E. Front St. Water/Force main place 9<sup>th</sup>.

Tom Oberhouse was present to discuss possible sewer line extension on Kesson Rd. to his business area. Steve Darmofal presented preliminary cost estimate and 2 options for the extension (8" or 10" gravity sanitary sewer) to the Board and Tom. Steve stated would only need to install 8" line to business area but would require 10" line to reach last house on Kesson Rd. Chuck mentioned grinder pump and asked if would work, Steve stated would work. Chuck mentioned needing to extend sewer lines to far side of property parcel line. Steve asked who is responsible for payment for design & construction of the sewer extension. Tom has sold off a portion of the parcel where the building is located to few employees, so he does not have sole ownership. Board stated Force Main would be village responsible if on Kesson Rd.; Force Main on Oberhouse property would be Tom's responsibility; Grinder pump on his property would be Tom Oberhouse's responsibility. Tom will discuss with his partners and let the Village know his decision.

Tom Oberhouse questioned the amount of reimbursement from sewer tap fees in Pember Grove. He stated \$5000.00 maximum does not cover his costs and is requesting payment be made within short period after fees are paid. Topic was discussed at the Finance Committee meeting prior to this meeting. Board discussed payment to be made within 30 days after fee has cleared the bank.

Miscellaneous adjustments-(7) Village Owned/ (1) Account finalized/ (2) Cleared previous reads (FAIR)/  
(9) GovPay

Vacation Requests-(4) Landry-3 approved/1 pending verification (Brian here)/ (1) Nathan/ (1) Mel/ (1) Jeff

**With no further business to discuss, the meeting was adjourned at 9:35 p.m. The next meeting will be Monday September 20, 2021, at 7:00 p.m.**

**President**

**Clerk**

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