

**VILLAGE OF PEMBERVILLE
BOARD OF PUBLIC AFFAIRS**

February 28, 2022

Present at the regular meeting of the Board of Public Affairs were President Dean Krukemyer, Chuck Schulte, Robert Schacht, Clerk Melody Siebenaler, Mayor Bailey, Jeffrey Kirkbride, Landry Sheets, Jeff Barres, Steve Darmofal, Eric Campbell, and Zack Zientek. Dean called the meeting to order at 7:00 p.m. Chuck Schulte motioned to approve February 14, 2022; minutes Bob Schacht seconded the motion. Minutes approved. The following bills were approved for payment, with Chuck Schulte asking for clarification on Xerox Financial bill listing. Clerk will verify information with Fiscal Officer.

**Board Of Public Affairs
Bills being submitted for payment Feb. 28, 2022**

<u>Water 5101</u>		
MASI	LAB TESTING	\$ 314.70
PERRYSBURG PIPE & SUPPLY CO.	SUPPLIES FOR REPAIR/MISC SUPPLIES	\$ 4896.59
WATSON WELL DRILLING	WELL #10 REPAIR DUE TO LIGHTENING	\$ 15648.58
AMERICAN WATER WORKS ASSOCIATION	2022 ANNUAL MEMBERSHIP RENEWAL	\$ 338.00
HOME DEPOT CREDIT SERVICES	MISC. SUPPLIES FOR REPAIR TO WATER	\$ 54.45
UNIQUE PAVING MATERIALS	COLD MIX FOR WATER BREAK REPAIRS	\$ 255.36
ADKINS SANITATION	WATER BREAK ON ST. RT 105	\$ 700.00
ADKINS SANITATION	HYDRO FOR BROKEN WATER MAIN	\$ 1225.00
COMDOC INC.	COPIER MAINTENANCE & SUPPLIES	\$ 40.67
XEROX FINANCIAL	COPIER LEASE	\$ 34.47
COUNTYLINE CO-OP	GASOLINE & SUPPLIES/MATERIALS	\$ 598.87
UNIFIRST CORPORATION	UNIFORMS, MATS & TOWELS	\$ 46.13
CARDMEMBER SERVICES	REPAIRS TO HEAT ELEMENT FOR TOWER	\$ 115.65
CARDMEMBER SERVICES	MICROSOFT 365 RENEWAL/POSTAGE STAMP	\$ 156.05
	Total Water	\$ 24,424.52
<u>Sewer 5201</u>		
CSX TRANSPORTATION	AGREEMENT COPIES	\$ 150.00
BEEGEE RENTAL & SALES	OPERATING SUPPLIES & MATERIALS	\$ 256.85
COMDOC INC.	COPIER MAINTENANCE & SUPPLIES	\$ 40.67
XEROX FINANCIAL SERVICES	COPIER LEASE	\$ 35.47
COUNTYLINE CO-OP	GASOLINE & SUPPLIES/MATERIALS	\$ 162.03
UNIFIRST CORPORATION	UNIFORMS, MATS & TOWELS	\$ 46.13
CARDMEMBER SERVICES	MICROSOFT 365 RENEWAL/POSTAGE STAMP	\$ 156.07
	Total Sewer	\$ 847.22
<u>Electric 5301</u>		
AMP, INC.	ELECTRICITY	\$ 87,255.13
AMP, INC.	OMEGA JV5 PRINCIPAL PAYMENT	\$ 6,767.04
AMP, INC.	OMEGA JV5 INTEREST PAYMENT	\$ 50.00
COMDOC, INC.	COPIER MAINTENANCE & SUPPLEIS	\$ 40.67
XEROX FINANCIAL SERVICES	COPIER LEASE	\$ 35.47
COUNTYLINE CO-OP	GASOLINE & SUPPLIES/MATERIALS	\$ 40.67
UNIFIRST CORPORATION	UNIFORM, MATS TOWELS	\$ 85.21
CARDMEMBER SERVICES	FLAME RESISTANT QUILTING LINED OVERALLS	\$ 341.59
CARDMEMBER SERVICES	MICROSOFT 265 RENEWAL/POSTAGE STAMP	\$ 156.07
	Total Electric	\$ 95,192.89

Total for all Utilities

\$120,464.63

SEWER- Landry Sheets

Landry informed the Board that he would like to house the Neo feed system in a building large enough to house the sludge buggy also. The initial cost estimate for an addition to existing building is \$118,700.00 or stand-alone small building large enough to house chemical feed system is estimated to be \$55, 600.00. The cost for chemical feed system consisting of storage, pumping, spill containment, piping and controls is \$42,550.00. Landry's preferred containment solution has a combined cost for chemical feed system and building addition estimated at \$161,300.00. Landry stated Village could build smaller doghouse version for now and build larger addition when finances allow. With either storage option Landry would like water installed inside the building. Chuck asked if EPA feedback has changed, and Landry stated they recommend biologic, but Landry wants to continue using Neo.

Landry wants to install generator on pad at Main Pump Station after issue with North Substation transformer. The Village owned generator will not handle the 50hp pumps and Landry is worried about sewage backup. Landry will get bid from Cummings for a generator.

ELECTRIC –Jeff Barres

Jeff presented MESA contract for Board approval. John Courtney had reviewed the contract and did not have any issue with Board approving the contract. Clerk sent to Solicitor and not heard back. Clerk will follow up with him. Board discussed and Board approved signing the contract.

Jeff informed the Board the North Substation should be up and running later this week. RMS came in last week and was able to locate and install needed parts. Jeff said may need to do black out when bringing North Substation back into service that could last 4 hours (with Toledo Edison approval).

Mayor Bailey asked Jeff what costs are for North Substation new transformer. She needs dollar estimate so can apply for grant funding coming available this fall. Chuck asked if have back up plan if both substations go down at same time. Jeff stated he has information for couple places that can supply mobile transformers.

WATER-Nathan Schultze

Not in attendance

MISCELLANEOUS

Steve Darmofal informed the Board that the Village can request an extension on the East Front St. Waterline/Force Main project regarding grant monies. Steve requested the Board approve the Edward Kelly proposal reviewed at last meeting. Board approved. Discussion ensued between the Board, Landry, and Steve regarding ultra-sonic check of the existing force main under the railroad. Mayor Bailey mentioned the concern with Feller & Finch cost estimate for the Waterline/Force Main project and the extras the Board now would like to add to the project. Steve mentioned that if install vault near Countyline Co-op there would be lots of unknowns and may need to obtain easement from Countyline Co-Op. Steve suggested keeping structure under the railroad and not moving to Countyline Co-op, this would allow submitting to EPA now not later. Steve will submit the East Front St. Waterline/Force Main project to the EPA after Edward Kelly findings. Board can change emergency backup plans after EPA approval.

Chuck requested Steve provide more in-depth drawings for Smith and Hirzel easements. Steve will provide.

Steve is working on water project nominations.

Mayor Bailey and Nathan went to the Commissioners and requested funding for needed water line issues. Mayor asked for 4 million dollars and is waiting for an answer.

There is new IJJA funding available that has expanded loan forgiveness and low interest rates through the EPA.

Mayor Bailey informed the Board that Eastwood School Board offered the whole school block to the Village. The school would lease back the building from the Village for next 8-10 years. Mayor asked if the school has resources to fund tearing down the building at the end of their lease. Village Solicitor mentioned possible property split whereas school would own the building and Village would own the land. Mayor gave deadline of June for decision to be made.

Board reviewed the employment application received and Mayor mentioned she had sent the job description to 5 area schools. Chuck asked about providing information to Steve Heimlich and Mayor stated she already sent him the information. Board requested an advertisement be placed in local newspapers.

Board reviewed and approved Great Lakes Water & Waste Systems quote for both 15 and 50hp cable strain relief and end control cables costing \$1120.00. Also, reviewed and approved by the Board were Control Associates quotes for calibration of both South and North water treatment plants and wastewater treatment plant. Each quote was \$948.00.

Payment approvals-26

Miscellaneous adjustments **approved**-(2) electric meter misread/ (2) remove penalty fee/ (7) Village Owned/ (2) bill correction/ (7) GovPay penalty removed

Vacation Requests **approved**-(1) Nathan/ (3) Jeff

With no further business to discuss, the meeting was adjourned at 9:17 p.m. The next meeting will be Monday February 28, 2022, at 7:00 p.m.

***Audio recordings of the meetings are available upon Public Records request.**

President

Clerk
