

**VILLAGE OF PEMBERVILLE
BOARD OF PUBLIC AFFAIRS
May 2, 2022**

Present at the regular meeting of the Board of Public Affairs were President Dean Krukemyer, Bob Schacht, Chuck Schulte, Clerk Melody Siebenaler, Mayor Bailey, Jeffrey Kirkbride, Jeff Barres, Landry Sheets and Eric Campbell. Dean called the meeting to order at 7:00 p.m. Bob Schacht motioned to approve April 18, 2022, minutes Dean Krukemyer seconded the motion. Minutes approved. The following bills were approved for payment.

**Board of Public Affairs
Bills being submitted for payment May 2, 2022**

<u>Water 5101</u>		
TD ENGINEERING LLC	WL EXTENSION TO EASTWOOD	\$ 2,888.50
MASI	LAB TESTING	\$ 822.20
BONDED CHEMICAL INC.	CAUSTIC SODA & SODIUM HYPOCLORITE	\$ 1,212.13
PERRYSBURG PIPE & SUPPLY	MISC OPERATING SUPPLIES & METER VALVES	\$ 670.14
CONTROL ASSOCIATES INC.	NORTH & SOUTH WATER PLANT CALIBRATIONS	\$ 948.00
PEMBERVILLE POSTMASTER	2022 FIRST CLASS PRESORT FEE	\$ 88.33
UNIFIRST CORPORATION	UNIFORMS, MATS & TOWELS	\$ 53.58
CARDMEMBER SERVICES	MISC SUPPLIES/REAL VNC CHARGES	\$ 300.88
SEDGWICK	GROUP RATING ENROLLMENT	\$ 33.12
	Total Water	\$ 7,016.88
<u>Sewer 5201</u>		
HOME DEPOT CREDIT SERVICES	OPERATING SUPPLIES & MATERIALS	\$ 64.97
AERZEN	MAINTENANCE & REPAIRS TO WWTP	\$ 4,114.46
JONES & HENRY LABORATORIES INC	LAB TESTING	\$ 812.70
D & K TRANSPORT INC.	SLUDGE HAULING	\$ 400.00
GREAT LAKES WATER & WASTE SYSTEMS	HYROMATIC PUMP/MATERIALS & SUPPLIES	\$ 27,702.00
PEMBERVILLE POSTMASTER	2022 FIRST CLASS PRESORT FEE	\$ 88.34
UNIFIRST CORPORATION	UNIFORMS, MATS & TOWELS	\$ 53.58
CARDMEMBER SERVICES	MISC. SUPPLIES/REAL VNC CHARGE	\$ 278.50
SEDGWICK	GROUP RATING ENROLLMENT	\$ 28.58
	Total Sewer	\$ 33,543.13
<u>Electric 5301</u>		
PEMBERVILLE POSTMASTER	2022 FIRST CLASS PRESORT FEE	\$ 88.33
UNIFIRST CORP	UNIFORMS, MATS & TOWELS	\$ 93.78
CARDMEMBER SERVICES	MISC. SUPPLIES /REAL VNC CHARGE	\$ 194.16
SEDGWICK	GROUP RATING ENROLLMENT	\$ 35.15
	Total Electric	\$ 411.42
TD ENGINEERING LLC	WATERLOOP-BIDDING	\$ 2,025.00
	Total Water 5703	\$ 2,025.00

Total for all Utilities

\$ 42,996.43

SEWER- Landry Sheets

Board reviewed and discussed updated plans for the proposed building used for Phosphorus removal equipment/supplies to be stored. Landry has concern with no containment. Board discussed size, location, and usage of the building. Landry asked the Board to make list of questions to ask Erik at next meeting via phone. Mayor Bailey asked Landry if \$345,000.00 includes building and Landry responded believes so. Chuck asked if have EPA documentation stating approve Neo. Landry to ask Erik.

Landry informed the Board that Shrader Tire has contacted the Village on possibly connecting to our sewer system since their septic system is not keeping up. Board discussed the need for them to annex into the Village, ideas/scenarios. Chuck asked Landry to speak with funeral home and see if they would like to connect also. Landry to talk with Steve regarding flow.

Landry mentioned generator and Cummings estimate of \$46,000.00, Mayor Bailey will apply for grant in July. Will need to get electric and gas supplied to the area also. Columbia Gas can run line from pool to generator. Chuck asked where the sanitary line is buried near scout cabin and library, Landry answered.

Landry provided Aerzen proposal for blower service. The blower should be serviced every 50,000 hrs. They would take our blower and replace with a rebuilt blower. Blower runs each tank so they would alternate servicing. Board discussed and Dean suggested Board ear mark for the future, all agreed.

Main Pump station -placed watertight connections on the floats.

Landry asked Board approval to attend Eastwood big machine day at the school. Board approved.

Chuck asked Landry why Jeff had not been trained to perform weekend plant checks. Chuck stated Jeff is to be trained within next 2 weeks. Patrick was mentioned and Landry stated he is not working with him. It was mentioned that all employees need to work out schedule utilizing Patrick. Mayor Bailey mentioned Monday morning meeting and perfect time to discuss who has what on schedule for the week.

Landry informed the Board that he invited Judy Lee to future meeting to discuss possible storm sewer easement. Landry also stated that Freedom Township should be responsible for mowing grass along railroad since it is their property, he is going to discontinue mowing that area.

Northwestern Water billing issue was discussed. It was mentioned that may need to have meter placed at the school to help determine metering fluctuations. Landry said that will only prove line has a break/leak; need to know what is produced and what is discharged. Jeffrey would like the Board to meet with the school to discuss billing issues. Hard to determine and engineer possible water usage with sewer numbers fluctuating. Landry agreed and Mayor Bailey will discuss with Nathan and schedule with school. Possibly put clamp on meters in wells, mainly at middle school.

ELECTRIC –Jeff Barres

Jeff updated the Board on the North Substation. Michelle Palmer, AMP, has sent out contractor packets and placed an ad in Sentinel Tribune for 3 weeks. Michelle will coordinate with Jeff on reps coming to perform walk thru of the substation. Mayor Bailey will look into low interest loan to pay for the project since will not qualify for grant due to income level.

Frontier has been contacted regarding couple poles needing replaced. The work order has been given to their engineer for replacement.

Mayor Bailey asked Jeff if he had been trained for weekend plant checks at the sewer treatment plant. He stated no. Topic will be discussed with Landry.

Dean asked Jeff if he had thought of location for the power charging stations. Jeff responded best location would be where electric service is currently available, possibly in rear of business district or at the park.

WATER-Nathan Schultze

Not in attendance

MISCELLANEOUS

Mayor Bailey informed the Board that Roberta (RCAP) is providing water analysis.

Mayor Bailey has asked Steve to engineer downtown waterlines so can be project ready for low interest loans through the EPA. The engineering costs will be approximately 1% of project costs. Mayor Bailey hopes to have engineering proposal at next meeting.

Clerk provided South End Waterline Loop bid calculation sheet for Board acceptance. Board reviewed and accepted the bid of \$496,367.55 from Jim Palmer Excavating.

Clerk provided Edward Kelly & Sons invoice for \$2450.00 plus additional \$700.00 if needed to cover insurance liability. Clerk to notify Edward Kelly & Sons of acceptance.

Clerk provided TD Engineering LLC quote for additional \$212.00 charge associated with additional survey work for acquisition of property from Eastwood Schools. Board approved additional charges.

Board reviewed information provided by TD Engineering regarding supplying water line to Eastwood School campus. Chuck questioned possible rock concern is not included in the proposal. Questions concerning needing easements -payment for easement and what happens if cannot obtain easement from property owner. Eric Campbell asked if the EPA would allow dead end waterline.

Clerk presented water tower report supplied by TD Engineering LLC. Board will review and discuss at next meeting.

Payment approvals-**14**

Miscellaneous adjustments- **None**

Vacation Requests **approved**-(1) Jeff/ (1) Landry

With no further business to discuss, the meeting was adjourned at 10:29 p.m. The next meeting will be Monday May 16, 2022, at 7:00 p.m.

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

President

Clerk
