

VILLAGE OF PEMBERVILLE
BOARD OF PUBLIC AFFAIRS
May 16, 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. Chuck Schulte motioned to approve May 2, 2022, minutes Bob Schacht seconded the motion. Minutes approved. The following bills were approved for payment.

Board Of Public Affairs
Bills being submitted for payment **May 16, 2022**

<u>Water 5101</u>		
USA BLUEBOOK	OPERATING SUPPLIES & MATERIALS	\$ 111.83
MASI	LAB TESTING	\$ 521.90
MAUMEE SUPPLY, PLB, HT & INDUSTRY	OPERATING SUPPLIES & MATERIALS	\$ 240.00
UNION BANK CO.	COLLECTION OF BILLS	\$ 10.00
BROWN SUPPLY CO.	MISC SUPPLIES & MATERIALS	\$ 158.53
COUNTYLINE CO-OP	GASOLINE & SUPPLIES	\$ 282.85
AMPLEX	TELEPHONE, FAX & FIBER SERVICES	\$ 37.46
VERIZON WIRELESS	CELLULAR & BROADBAND SERVICES	\$ 66.50
STAPLES CREDIT PLAN	MISC OFFICE SUPPLIES	\$ 66.59
XEROX FINANCIAL SERVICES	COPIER LEASE & SUPPLY FREIGHT	\$ 35.47
COMDOC INC.	COPIER MAINTENANCE & SUPPLIES	\$ 47.96
	Total Water	\$ 1,579.09
<u>Sewer 5201</u>		
CITY OF PERRYSBURG	SEWER CHARGES	\$ 489.50
FRONTIER	TELEPHONE SERVICES	\$ 129.96
TOM OBERHOUSE	REIMBURSEMENT ON LOT 35 SOLD	\$ 5,000.00
UNION BANK CO.	COLLECTION OF BILLS	\$ 10.00
BROWN SUPPLY CO.	MISC SUPPLIES & MATERIALS	\$ 90.42
COUNTYLINE CO-OP	GASOLINE & SUPPLIES	\$ 93.50
AMPLEX	TELEPHONE, FAX & FIBER SERVICE	\$ 37.46
VERIZON WIRELESS	CELLULAR & BROADBAND SERVICES	\$ 26.37
STAPLES CREDIT PLAN	MISC OFFICE SUPPLIES	\$ 66.59
XEROX FINANCIAL SERVICES	COPIER LEASE & SUPPLY FREIGHT	\$ 35.47
COMDOC INC.	COPIER MAINTENANCE & SUPPLIES	\$ 47.96
DUANE D. MARTIN	2019-2021 ANNUAL TRACTOR RENTAL	\$ 2,650.00
	Total Sewer	\$ 8,677.23
<u>Electric 5301</u>		
JOHN COURTNEY	MONTHLY ELECTRIC CONSULTANT FEE	\$ 100.00
O.E. MEYER CO.	LARGE CYLINDER RENTAL	\$ 7.50
AIRGAS GREAT	LARGE NITROGEN CYLINDER RENTAL	\$ 34.98
AMP INC.	ELECTRICITY/JV5 PRINCIPAL & INTEREST	\$ 85,050.64
FROBOSE MARKET IGA	GASOLINE & SUPPLIES	\$ 8.07
UNION BANK COMPANY	COLLECTION OF BILLS	\$ 10.00
BROWN SUPPLY CO.	MISC SUPPLIES & MATERIALS	\$ 45.21

COUNTYLINE CO-OP	GASOLINE & SUPPLIES	\$ 276.78
AMPLEX	TELEPHONE, FAX & FIBER SERVICE	\$ 37.46
VERIZON WIRELESS	CELLULAR & BROADBAND SERVICES	\$ 26.37
STAPLES CREDIT PLAN	MISC SUPPLIES & MATERIALS	\$ 66.59
XEROX FINANCIAL SERVICES	COPIER LEASE & SUPPLY FREIGHT	\$ 35.47
COMDOC INC.	COPIER MAINTENANCE & SUPPLIES	\$ 47.96
	Total Electric	\$ 85,747.03
	Total for all Utilities	\$ 96,003.35

SEWER- Landry Sheets

Landry updated Board regarding the generator he is requesting for the Main Pump Station. Cummings Sales and Service belongs to Sourcewell and thus does not need to be put out to bid. Will need to get engineering done for concrete pad, gas connection and electrical. The lead time for the generator is 1 year. Mayor Bailey will apply for a grant to cover cost of purchasing and installing generator.

The EPA did an unscheduled visit last week to the Sewer treatment plant.

Landry and Jeff discussed the transformers that are stored at the Sewer treatment plant. Landry would like the transformers removed or stored somewhere with containment ability.

The Board asked how training is going at the plant so that Jeff and Patrick can help with weekend checks. Landry stated he has worked with Jeff a couple times, but that Patrick hasn't been to Sewer plant but one time since employment began. Board wants there to be a schedule for Patrick to follow as for working with Nathan 2 days, Landry 2 days and Jeff 1 day. Board discussed and stated either guys or clerk need to implement a schedule. Clerk mentioned thought it best for superintendents to make schedule since they know what they have going on. Mayor Bailey stated Monday morning meeting is when should be discussed and set for the week and she wants all 4 men to be crossed trained.

During the meeting Landry called Erik Torgersen (TD Engineering LLC) to discuss the building to be used to house phosphorus removal supplies. (Phone call was on speaker to allow everyone to hear conversation). The building has been in discussion for several meetings and Landry would like the Board to approve the engineering of the building. Several topics were covered in past conversations and again with Erik, such as EPA letter stating approve of NEO use, roof ridgeline, size, area, insulation, overhead door size, water/electrical installation, exhaust/ceiling fans. Erik will update the estimate and provide copy to clerk for Board review.

ELECTRIC –Jeff Barres

Jeff updated the Board on North Substation rebuild situation. Jeff has met with a few vendors and discussed options. Vendors have concern with the condition of infrastructure and whether will have issues when rebuilding. There is no fire barrier, the fence is not grounded, no oil retention and concrete pads are deteriorated. The thought is it would be easier to build new in different location as to have to roll out old and update infrastructure then rebuild. Board discussed possible areas to build new substation such as North water plant or behind the current substation or property owned by Toledo Edison on St. Rt. 105 (Panning property). Chuck asked Jeff to provide a footprint of new substation. Jeff is to check with Nathan regarding the well circumference requirement at the North water plant per EPA. Board will review information at future meeting.

WATER-Nathan Schultze

Not in attendance

MISCELLANEOUS

Mayor Bailey presented proposal from TD Engineering LLC for Downtown Waterline replacement. The project cost estimate breakdown is \$2,763,830.00 (estimated construction,) \$414,574.50 (15% contingency), \$330,078.00 (engineering costs) totaling \$3,562,782.50. Chuck asked if new water tower installation is to be completed prior, during or after the Downtown waterline replacement. Said could be

issue if water tower pressure is too strong for the old lines. Mayor Bailey asked Board to review and return at next meeting ready to sign the engineering contract.

Mayor Bailey provided information concerning compensatory time. The personnel committee is considering changes to the way employees can accumulate and use compensatory time off. Chuck does not support the changes.

Clerk presented Resolution 746 in regard to the Board approving Jim Palmer Excavating bid at last meeting. Board reviewed the Resolution and accepted Jim Palmer Excavating bid.

Clerk provided information regarding Ed Kelly & Sons contracted exploratory dig. CSX has issued the permit, so they now have to coordinate with the flagger and schedule the site work. No dates given.

Clerk presented Resolution 769 --establishing capital improvement reserve funds and providing transfers to funds and declaring an emergency. Board reviewed and discussed the resolution, Mayor Bailey informed members of reason for and why Roberta Streiffert (RCAP) recommended Village adopt. Board was against without more information.

Board reviewed option Route C information provided by TD Engineering regarding waterline to Eastwood School campus. Chuck stated Eric Campbell's comment at last meeting should be considered regarding dead end waterline.

Jeffery Kirkbride discussed August 2021 information where Nathan had compiled a spreadsheet showing types of pipes throughout the Village. Jeffery wants to get Nathan's input and plan so the Village can apply for grants to be used for waterline replacement.

Payment approvals-20

Miscellaneous adjustments-(22) late fee removed/ (7) Village Owned/ (1) refund

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

With no further business to discuss, the meeting was adjourned at 10:39 p.m. The next meeting will be Monday June 6, 2022, at 7:00 p.m.

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

President

Clerk
