

**VILLAGE OF PEMBERVILLE
BOARD OF PUBLIC AFFAIRS**

October 31, 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, Larry Titkemeier. Dean called the meeting to order at 7:00 p.m. Bob Schacht motioned to approve October 17, 2022, minutes, Dean Krukemyer asked for wording to be corrected regarding trash pump, clerk will correct, Dean seconded the motion. Minutes approved. The following bills were approved for payment.

**Board Of Public Affairs
Bills being submitted for payment October 31**

<u>Water 5101</u>		
MISSION COMMUNICATIONS LLC	SWP-1-YEAR RENEWAL	\$ 359.40
MASI	LAB TESTING	\$ 205.10
ADKINS SANITATION LTD	HYDRO EXCAVATING LOCATING WATER LINE	\$ 1,575.00
PERRYSBURG PIPE & SUPPLY CO.	MATERIALS	\$ 762.40
TD ENGINEERING LLC	DETAILED DESIGN PHASE-WATER TOWER	\$ 4,732.00
XEROX FINANCIAL SERVICES	COPIER LEASE & SUPPLY FREIGHT	\$ 35.47
COMDOC INC.	COPIER METERING, MAINT. & SUPPLIES	\$ 50.69
AMERICAN LEGAL PUBLISHING CORP	INTERNET RENEWAL PERIOD 11/19/22-11/19/23	\$ 82.50
UNIFIRST CORPORATION	UNIFORMS, TOWELS & MATS	\$ 47.29
CARDMEMBER SERVICES	COMM, PRINTING, ADVERT, SUPPLIES & MATERIALS	\$ 177.40
VERIZON WIRELESS	CELLULAR & BROADBAND SERVICES	\$ 69.18
Total Water		\$ 7,720.06
<u>Sewer 5201</u>		
TD ENGINEERING LLC	DETAILED DESIGN PHASE	\$ 296.80
TD ENGINEERING LLC	OHIO EPA NOMINATION/DEFA FUNDING	\$ 554.40
TREASURER, STATE OF OHIO	2022 ANNUAL DISCHARGE FEE	\$ 2,600.00
JONES & HENRY LABORATORIES	LAB TESTING	\$ 851.50
MAUMEE SUPPLY, PLB, HT & INDUSTRIAL	OPERATING SUPPLIES & MATERIALS	\$ 14.80
XEROX FINANCIAL SERVICES	COPIER LEASE & SUPPLY FREIGHT	\$ 35.47
COMDOC INC.	COPIER METERING, MAINT. & SUPPLIES	\$ 50.69
AMERICAN LEGAL PUBLISHING CORP	INTERNET RENEWAL PERIOD 11/19/22-11/19/23	\$ 82.50
UNIFIRST CORPORATION	UNIFORMS, TOWELS & MATS	\$ 47.33
CARDMEMBER SERVICES	COMM, PRINTING, ADVERT, SUPPLIES & MATERIAL	\$ 197.66
VERIZON WIRELESS	CELLULAR & BROADBAND SERVICES	\$ 29.09
Total Sewer		\$ 4,760.24
<u>Electric 5301</u>		
PEPCO	OPERATING SUPPLIES & MATERIALS	\$ 268.27
XEROX FINANCIAL SERVICES	COPIER LEASE & SUPPLY FREIGHT	\$ 35.47
COMDOC INC.	COPIER METERING, MAINT. & SUPPLIES	\$ 50.69
AMERICAN LEGAL PUBLISHING CORP	INTERNET RENEWAL PERIOD 11/19/22-11/19/23	\$ 82.50
UNIFIRST CORPORATION	UNIFORMS, TOWELS & MATS	\$ 89.75
CARDMEMBER SERVICES	COMM, PRINTING, ADVERT, SUPPLIES & MATERIALS	\$ 322.51
VERIZON WIRELESS	CELLULAR & BROADBAND SERVICES	\$ 29.09
Total Electric		\$ 878.28
<u>Water Capital Improvement (Tower) 5703</u>		
TD ENGINEERING LLC	CONSTRUCTION ENGINEERING/PROJECT REPRESENTATIVE	\$ 6,940.92
Total Water Tower 5703		\$ 6,940.92
<u>Sewer 5704</u>		
EDWARD KELLY & SONS INC.	HYDRO EXCAVATING SANITARY FORCEMAIN	\$ 2,198.56
TD ENGINEERING LLC	INITIAL DESIGN PHASE-WWTP-PHOSPHORUS	\$ 660.00
Total Sewer 5704		\$ 2,858.56
Total for all Utilities		\$ 23,158.06

SEWER- Landry Sheets

Not in attendance

ELECTRIC –Jeff Barres

Not in attendance

WATER-Nathan Schultze

Not in attendance

MISCELLANEOUS

Chuck questioned letter Mayor Bailey had penned to the County Commissioners and discussed at last meeting. Chuck wanted to correct the wording to state will not increase water pressure until lines are replaced. Mayor Bailey will correct.

Clerk mentioned that Nathan wanted to make sure Village was being charged the correct rate from TD Engineering in regard to South Waterline Loop. Steve has been acting as inspector on job site due to his inspector being on vacation past few weeks. Board reviewed the information and ask clerk to verify prior to sending payment.

Clerk presented (8) Hirzel Canning Co. bills to Board to review/discuss removing late fees. Hirzel's paid September bills in mid-October (without paying late fees) and paid October bills late October (without paying late fees). Board discussed and denied removing late fees.

Dean stated he had spoken with AJ Haas (Baseball) and they are meeting this Wednesday to discuss which option the baseball association would prefer regarding water tower placement or if they would relocate all baseball diamonds to Luckey, due to parents wanting all baseball activities at one central location.

Clerk presented change order for South Waterline Loop—moving the 6" water service to Hirzel Canning's warehouse to the south—adding additional 75 feet of line and (6) 45-degree bends. The total costs for the change order is \$9,713.88. Board reviewed and approved the request.

Clerk stated Jeff had met with (4) tree trimming companies regarding doing electrical clearance cut. Only heard back from (1)—Lake Erie Tree Service. The proposal is for \$200.00/hr. with estimating 20 days for completion. Board asked that Jeff get clarification as to number of employees, type of equipment and what degree of clearance included in proposal. Board would also like to see areas(map).

Mayor Bailey informed the Board she will be attending 8-hour webinar over next (2) days regarding electrical infrastructure federal grant program. Mayor Bailey stated she signed the ODWA loan (sewer part of force main project)—loan amount of \$223,000, 3.2% interest, \$7600.00 annual payment.

Chuck asked if Landry had figured anything out about NEO and shipping. Clerk stated had not heard anything. Dean made a motion to go into Executive Session for the purpose of considering the investigation of complaints against a public employee. Dean motioned, Chuck 2nd. At 7:18 p.m. entered executive session, exited executive session at 7:39 p.m. Regular meeting called back to order.

Board discussed implementing a non-compete clause. Chuck mentioned if current employees are required to do continuing education would be hard to implement non-compete clause.

Payment approvals- 16

Miscellaneous adjustments-none

Vacation Requests **approved**- none

With no further business to discuss, the meeting was adjourned at 7:46 p.m. The next meeting will be Monday November 14, 2022, at 7:00 p.m.

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

President

Clerk
