

VILLAGE OF PEMBERVILLE
BOARD OF PUBLIC AFFAIRS
January 3, 2023

Present at the regular meeting of the Board of Public Affairs were Dean Krukemyer, Bob Schacht, Chuck Schulte, Clerk Melody Siebenaler, Nathan Schultze. Mayor Bailey and Larry Titkemeier joined at 7:25p.m. Dean called the meeting to order at 7:00 p.m. Board members voted unanimously to have Dean remain Board President, Dean accepted. Chuck Schulte motioned to approve December 19, 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 **Jan 3 2023**

<u>Water 5101</u>		
MARTIN MARIETTA	STONE FOR WATER BREAKS	\$ 160.68
PERRYSBURG PIPE & SUPPLY CO.	MISC OPERATING SUPPLIES	\$ 35.55
MASI	LAB TESTING	\$ 277.20
HOME DEPOT CREDIT SERVICES	MISC SUPPLIES & MATERIALS	\$ 266.00
CARDMEMBER SERVICES	OHIO EPA WATER SUPPLY CLASS 1 EXAM	\$ 112.00
TD ENGINEERING LLC	WATER TOWER	\$ 10,550.84
Total Water		\$ 11,402.27
<u>Sewer 5201</u>		
TD ENGINEERING LLC	GENERATOR/ E. FRONT DETAIL DESIGN	\$ 934.36
GREAT LAKES WATER & WASTE SYSTEM	MAIN PS-SPARE PARTS	\$ 11,436.00
D & K TRANSPORT INC.	SLUDGE HAULING	\$ 800.00
LANDRY SHEETS	BOOT REIMBURSEMENT	\$ 241.18
Total Sewer		\$ 13,411.54
<u>Electric 5301</u>		
HOME DEPOT CREDIT SERVICES	MISC OPERATING SUPPLIES & MATERIALS	\$ 200.88
JOHN COURTNEY	MONTHLY CONSULTANT RETAINER	\$ 100.00
Total Electric		\$ 300.88
<u>Water Preventive 5701</u>		
TD ENGINEERING LLC	E. FRONT ST. DETAIL DESIGN/EPA DEFA	\$ 1,660.12
Total Water Preventive 5701		\$ 1,660.12
<u>Water Tower 5703</u>		
TD ENGINEERING LLC	DOWNTOWN WL	\$ 1,644.84
Total Water Tower 5703		\$ 1,644.84
<u>Storm Sewer 5202</u>		
ADKINS SANITATION LTD	VACCON-CLEANING OF BASINS	\$ 5,600.00
ADKINS SANITATION	VAC BASINS & HYDRO EXCAVATION	\$ 700.00
Total Storm Sewer 5202		\$ 6,300.00
<u>Sewer 5704</u>		
TD ENGINEERING LLC	INITIAL DESIGN PHASE-WWTP PHOSPHORUS	\$ 1,650.00
Total Sewer 5704		\$ 1,650.00

Total for all Utilities **\$ 36,369.65**

SEWER- Landry Sheets

Not in attendance

ELECTRIC –Jeff Barres

Not in attendance

WATER-Nathan Schultze

Nathan informed the Board that there is a change order for the South Waterline Loop project. The existing valve at Hirzel property is leaking and needs replaced. Cost of change order is \$5301.55. Board approved the change order and to pay out of water fund (not grant monies).

Nathan informed the Board that an issue was discovered at old Modine building (now Hirzel Canning). A waterline enters the building and feeds the fire suspension cistern system and pump prior to the meter. Nathan discovered the issue when Hirzel Canning had a break in the fire system and Nathan's water plant was running full capacity. Nathan recommends installing a vault at the street prior to hydrant and fire cistern/pumps. Town would install vault and 2 valves on the 6" line and meters. Hirzel Canning would be responsible for the hydrant. Board discussed issue and recommendation and asked Nathan to get quotes. Hirzel Canning would also have to install backflow preventer.

Board reviewed water tower prints. Question was raised as to engineering-TD Engineering (site plans)/possibly Nelson Tank or Dixon Engineering (construction engineer)-would check welds/go to factory during construction). Discussion ensued as to where the water line would go when the water tower is installed. May have to get EPA variance if goes to close to the 33. Nathan recommends possibly going short on the run. Chuck mentioned trying to get EPA variance since would have 5 years to complete the waterline. Board recommends upsizing to 12" to Pine St. Board would like to run line all the way to Pine St. and then have valve and wait until Pine St. is set for re-do. Chuck asked if Council is o.k. with tower placement and Mayor Bailey stated yes. The water line will be a 6" line from Memorial Dr. to pool and 8" from pool to new water tower. Will be 8" line from new tower to Pine St. (Chuck questioned why not 12" since will be secondary trunk line.) Nathan mentioned that he, Steve Darmofal, and Steve Heimlich will be going next week to visit 150-gallon towers in Sherwood and 2 other places. Nathan mentioned that will need to decide if want lighting on tower and extra conduit (for possible new additions to tower). Board will revisit these questions at later date. Chuck asked where the storm sewer will go, and Nathan responded directly into the 33. Chuck asked how much electricity will need at new tower. Was recommended that all members visit different towers in the area over next few weeks to view lighting and painting of towers.

Nathan mentioned the possible water line to Countyline Co-op and the possibility of providing free water tap in exchange for easement from Township to run the line on their property. Board will take into consideration.

MISCELLANEOUS

Clerk mentioned that Steve Darmofal sent E. Front St. project bidding information. Would like to run advertisement either January 6th or 7th and January 13th or 14th with bid opening on January 31st at noon at Town Hall. Board approved the dates and advertising for the project. Clerk will notify Steve of the approval.

Bob Schacht mentioned Personnel committee would like feedback from Board regarding giving 3% wage increase and one time bonus to all employees. Board agreed to the increase and bonus.

Chuck asked about appropriations and Clerk stated that the employee wish list does not build from year to year. So, if "the want" costs \$500,000.00 would need to increase wish list total each year to reach the cost.

Chuck asked when the meeting with Northwestern Water & Sewer was scheduled for. Mayor Bailey stated that they refuse to meet with the Village, and they have agreed only to place a strap on meter. Mayor Bailey informed the Board that she is going to request a meeting (contract states can request meeting every 3 years) and Village has never requested.

Payment approvals- **11**

Miscellaneous adjustments-(**1**) toilet leak/ (**13**) fees removed.

Vacation Requests **approved-** (**1**) Nathan.

With no further business to discuss, the meeting was adjourned at 8:58p.m. The next meeting will be a joint meeting with Council on Tuesday January 17, 2023, at 7:00 p.m.

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

President

Clerk
