

VILLAGE OF PEMBERVILLE
BOARD OF PUBLIC AFFAIRS
February 6, 2023

Present at the regular meeting of the Board of Public Affairs were Dean Krukemyer, Chuck Schulte, Clerk Melody Siebenaler, Mayor Bailey, Larry Titkemeier, Jeff Barres, Landry Sheets, Patrick Meeks, Brian Heestand, Nathan Schultze, Steve Darmofal, Rick Rahe, Kent Schuerman and Eric Campbell. Dean called the meeting to order at 7:00 p.m. Chuck Schulte asked for language correction regarding storm catch basin. Clerk made correction. Chuck Schulte motioned to approve corrected January 17, 2023, minutes, Dean Krukemyer seconded the motion. Minutes approved.
The following bills were approved for payment.

Board Of Public Affairs
Bills being submitted for payment **Feb 6, 2023**

<u>Water 5101</u>		
MASI	LAB TESTING	\$ 471.55
PERRYSBURG PIPE & SUPPLY CO.	MISC REPAIRS & MAINTENANCE	\$ 515.01
BONDED CHEMICALS INC.	WATER SYSTEM CHEMICALS	\$ 2,651.31
AQUA-LINE INC.	WATER LEAK DETECTION/PREP/TRAVEL	\$ 1,015.20
CORE & MAIN	MUELLER HYDRANT REPAIR KIT	\$ 598.14
CORE & MAIN	FLEXNET SOFTWARE ANNUAL SUPPORT	\$ 833.33
TD ENGINEERING LLC	DETAILED DESIGN PHASE	\$ 10,410.40
UNION BANK COMPANY	COLLECTION OF UTILITY BILLS	\$ 10.00
OHIO UTILITIES PROTECTION SERVICE	2023 GVT LBP ASSESSMENT	\$ 88.01
COUNTYLINE CO-OP	GASOLINE & MISC SUPPLIES	\$ 256.39
STAPLES CREDIT PLAN	MISC SUPPLIES & MATERIALS	\$ 186.90
XEROX FINANCIAL SERVICES	COPIER LEASE	\$ 35.48
HOME DEPOT CREDIT SERVICES	MISC SUPPLIES & MATERIALS	\$ 285.37
VERIZON WIRELESS	CELLULAR & BROADBAND SERVICES	\$ 47.46
COMDOC INC.	COPIER SUPPLIES & MATERIALS	\$ 58.49
UNIFIRST CORPORATION	RENTALS-UNIFORMS, TOWELS & MATS	\$ 51.51
Total Water		\$ 17,514.55
<u>Sewer 5201</u>		
AIM MEDIA WIDWEST-SENTINEL TRIBUNE	NOTICE TO BIDDERS E. FRONT SEWER & WATER	\$ 271.09
CORE & MAIN	FLEXNET SOFTWARE ANNUAL SUPPORT	\$ 833.34
ADKINS SANITATION LTD	CLEANED SEWER LINES & JETTED	\$ 700.00
NORTHWESTER WATER AND SEWER	CLEANING SEWER PUMP STATIONS	\$ 1,677.50
UNION BANK CO.	COLLECTION OF UTILITY BILLS	\$ 10.00
OHIO UTILITIES PROTECTION SERVICE	2023 GVT LBP ASSESSMENT	\$ 88.01
COUNTYLINE CO-OP	GASOLINE & MISC SUPPLIES	\$ 154.90
STAPLES CREDIT PLAN	MISC SUPPLIES & MATERIALS	\$ 186.90
XEROX FINANCIAL SERVICES	COPIER LEASE	\$ 35.47
HOME DEPOT CREDIT SERVICES	MISC SUPPLIES & MATERIALS	\$ 470.46
VERIZON WIRELESS	CELLULAR & BROADBAND SERVICES	\$ 41.09
COMDOC INC.	COPIER SUPPLIES & MAINTENANCE	\$ 58.49
UNIFIRST CORPORATION	RENTALS-UNIFORMS, TOWELS & MATS	\$ 51.56
Total Sewer		\$ 4,578.81

<u>Electric 5301</u>		
CORE & MAIN	FLEXNET SOFTWARE ANNUAL SUPPORT	\$ 833.33
AMP, INC.	ELECTRICITY, JV5 PRINCIPAL/INTEREST	\$ 123,548.38
KEY CABLE AND SUPPLY	MISC SUPPLIES & MATERIALS	\$ 167.90
JOHN COURTNEY	MONTHLY CONSULTANT RETAINER	\$ 100.00
O.E. MEYER CO.	LARGE CYLINDER RENTAL	\$ 8.99
RMS SUPPLY CO.	PTTI TYPE 50 UPGRADE KIT PLUS LABOR	\$ 37,380.00
FROBOSE MARKET IGA	GASOLINE & MISC SUPPLIES	\$ 13.71
EISENHOUR MOTOR SALES INC.	REPAIRS & MAINTENANCE	\$ 20.00
UNION BANK CO.	COLLECTION OF UTILITY BILLS	\$ 10.00
OHIO UTILITIES PROTECTION SERVICE	2023 GVT LBP ASSESSEMENT	\$ 88.00
COUNTYLINE CO-OP	GASOLINE & MISC SUPPLIES	\$ 293.11
STAPLES CREDIT PLAN	MISC SUPPLIES & MATERIALS	\$ 186.90
XEROX FINANCIAL SERVICES	COPIER LEASE	\$ 35.47
HOME DEPOT CREDIT SERVICES	MISC SUPPLIES & MATERIALS	\$ 209.03
VERIZON WIRELESS	CELLULAR & BROADBAND SERVICES	\$ 3.98
COMDOC INC.	COPIER SUPPLIES & MAINTENANCE	\$ 58.49
UNIFIRST CORPORATION	RENTALS-UNIFORMS, TOWELS & MATS	\$ 103.62
Total Electric		\$ 163,060.91
<u>Water Preventive 5701</u>		
AIM MIDWEST-SENTINEL TRIBUNE	NOTICE TO BIDDERS E. FRONT SEWER & WATER	\$ 271.09
TD ENGINEERING LLC	WATERLOOP CONSTRUCTION ENGINEERING	\$ 443.52
Total Water Preventive 5701		\$ 714.61
<u>Water Tower 5703</u>		
BOWSER-MORNER INC.	SOIL EXPLORATION FOR WATER TOWER	\$ 6,156.00
Total Water Tower 5703		\$ 6,156.00

Total for all Utilities

\$ \$192,024.88

SEWER- Landry Sheets

Mutual Aid-Landry spoke with Village of Haskins regarding mutual aid since both Landry and Nathan will be gone 1st part of April. Would be beneficial to both Villages to provide mutual aid, Board agreed. Mayor Bailey mentioned that we have mutual aid agreement with Bowling Green regarding electrical.

Print Boxes-Landry informed the Board that he would like to make 2 wooden cabinets to hold prints. Would install casters and lid hinges and hanging rails. He will be making the cabinets at home (where he has the tools).

ELECTRIC –Jeff Barres

North Substation-Jeff informed the Board that he had received information regarding the 69kv breaker Vaughn proposed using for the North Sub rebuild. Jeff made the recommendation to move forward with the proposed breaker. Board agreed. Jeff will let Vaughn know of decision.

South Substation-Jeff mentioned that RMS contractor will be here tomorrow to make determination as to whether the motor that has been built will work and then schedule installation.

WATER-Nathan Schultze

See Miscellaneous

MISCELLANEOUS

Board president moved to enter executive session to discuss personnel issues, Chuck Schulte 2nd motion. at 7:11 p.m. Board entered into executive session. At 7:47 p.m. exited executive session.

Freedom Township Building-Freedom Township trustees-Rick Rahe and Kent Schuerman were present to discuss proposed building site and storm sewer. Trustees provided site building prints that are 25%

complete and showed location of retention pond. Setbacks are 100' and the building eaves will dump into retention pond. Board, Trustees, Steve Darmofal, and Superintendents discussed plans and if requirements will be met. Mayor Bailey asked if Board would like her to contact Judy Lee regarding obtaining a 20' easement for the storm sewer. Board agreed to have Mayor Bailey speak with Judy Lee. Rick Rahe asked about electric permit and zoning permit. Building will require 200 amp-single phase electrical service, with 3" pipe from pole to pad mount transformer. Steve Darmofal will provide current E. Front St. project plans to the Trustees. Steve will determine size and costs to install storm sewer and provide to Board. Discussion ensued regarding the proposed waterline to Countyline Co-Op. The line will be 2" line and run directly down the property line between Township property and Darla Baker's property. Township requested a 2" line to their building-will reduce size (if need to). Board agreed Township can remove the 3 trees-at their expense. Water tap would be located in curb stop and meter will be in building.

E. Front St. Waterline/Force Main bid-Steve informed the Board there were 4 bidders (Underground Utilities, Great Lakes Demolition Co., Edward Kelly & Sons, and E.R. Zeiler Excavating). There were 2 bids under Engineer's estimate and Underground Utilities was lowest bidder at \$1,406,015.80. Steve verified the bond. Board agreed to accept the contract subject to DEFA funding approval. The loan will need to close prior to signing award for the project. Dean motioned; Chuck seconded to approve awarding contract to Underground Utilities. Contract will not be signed until funding approved. Steve provided information on cost estimate associated with railroad crossing bypass. The construction savings would be. Approximately \$72,185.00. There would be costs associated with processing change order, modifications to CSX permit so final cost savings would be approximately \$70,000.00. Chuck would like to keep the bypass and Dean tabled the topic until later meeting.

Main Pump Station Generator-Ordinance will have 3rd reading tomorrow at Council meeting. Landry would like to start project with Bridgeway Cummins-Steve will check since is a reimbursement grant.

Water tower-Commissioner's grant-County Commissioner's have asked for verification that the \$1million grant would qualify for EPA funding. Steve will provide a letter stating so.

Water tower-Nathan asked Steve if will need trees removed in water tower location. Steve responded yes and Nathan mentioned since receiving EPA funding there is stipulation that trees needing removed be done during winter months due to Indiana bat nesting in the trees. Steve, Nathan, Jeff and an electrical engineer met last week to determine electrical need of the new tower; it was determined will require single phase electrical connection. Chuck asked if will be required to have lighting on top of the tower, Steve stated did not believe so since under 200'. Steve mentioned that Amplex is only business on the top of tower now and that probably will not change. Village must close on newly acquired school property by February 24th due to funding. Steve mentioned Village is in top 5 district wide for small government funding, is now at state level. Discussion ensued as to inspection of the tower during/after construction-Nelson Tank or Dixon are 2 companies that perform this type of work. Board will determine at later date. Timeline for funding is available July 1st; out to bid July 15th; open bids August 15th; fall timeframe to complete foundation. Ball diamond will be available until October 15th.

Waterline replacement-Board discussed next waterline replacement project would likely be Pine St. and Main St. The proposed line size will be 12" on Pine St. and 8" on Main St.

E. Front St. ForceMain/Waterline Project-Clerk presented information requesting the Board approve the Sewer fund pay for the waterline, hydrants, and supplies that are being installed from E. Front St. to the Sewer plant. Landry had requested the installation therefore sewer should pay for installation. Board agreed and approved sewer fund paying for the installation to sewer plant.

Payrate increase-Clerk presented information requesting Board approve pay rate increase for Brian Heestand. Fiscal Officer recommended the rate increase. Board approved.

Payment approvals-25

Miscellaneous adjustments-(7) Village Owned/ (1) Remove late fee/ (16)GovPay late fee removed

Vacation Requests **approved**-(2) Jeff/ (1) Patrick

With no further business to discuss, the meeting was adjourned at 9:58p.m. The next meeting will be Tuesday February 21, 2023, at 7:00 p.m.

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

President

Clerk
