

**VILLAGE OF PEMBERVILLE
BOARD OF PUBLIC AFFAIRS
March 6, 2023**

Present at the regular meeting of the Board of Public Affairs were Dean Krukemyer, Bob Schacht, Chuck Schulte, Clerk Melody Siebenaler, Mayor Bailey, Larry Titkemeier, Landry Sheets and Eric Campbell. Dean called the meeting to order at 7:00 p.m. Chuck questioned the size of valve mentioned in the February 21st minutes, Clerk to verify with Landry and make correction, if needed. Chuck Schulte motioned to approve February 21, 2023, regular meeting minutes (after verification), Bob Schacht seconded the motion. Minutes approved.

The following bills were approved for payment.

**Board Of Public Affairs
Bills being submitted for payment March 6**

<u>Water 5101</u>		
AMERICAN TITLE AGENCY INC.	CLOSING COST FOR SCHOOL PROPERTY	\$ 673.00
BRASS KEY SHOP	OPERATING SUPPLIES & MATERIALS	\$ 87.36
AMERICAN WATER WORKS ASSOCIATION	2023 ANNUAL MEMBERSHIP	\$ 343.00
JIM PALMER EXCAVATING	HYDRANT & MATERIALS	\$ 10,887.30
SWAN ANALYTICAL USA	CHEMICALS	\$ 528.60
PERRYSBURG PIPE & SUPPLY CO.	MISC SUPPLIES & MATERIALS	\$ 293.35
TD ENGINEERING LLC	DETAILED DESIGN-WATER TOWER	\$ 13,249.60
MASI	LAB TESTING	\$ 339.90
CORE & MAIN	MISC SUPPLIES & MATERIALS	\$ 256.08
JIM PALMER EXCAVATING INC.	SIDEWALK REPAIR FROM WATERBREAK	\$ 1,897.19
VERIZON WIRELESS	CELLULAR & BROADBAND SERVICES	\$ 40.11
GOVERNMENT ACCOUNTING SOLUTIONS	QTRLY PAYMENT FOR UTILITY SOFTWARE	\$ 301.67
UNION BANK CO.	COLLECTION OF UTILITY BILLS	\$ 10.00
PUBLIC UTILITIES COMMISSION OF OHIO	DAMAGE PREVENTION REGISTRATION	\$ 11.66
MORIARITY MACHINERY & SUPPLY	MISC SUPPLIES & MATERIALS	\$ 232.31
STAPLES CREDIT PLAN	MISC OFFICE SUPPLIES	\$ 8.56
UNIFIRST CORPORATION	RENTALS-UNIFORMS, TOWELS & MATS	\$ 46.76
COUNTYLINE CO-OP	GASOLINE & MISC SUPPLIES	\$ 451.50
PITNEY BOWES INC.	MAILSTATION LEASE QRTL	\$ 17.24
CARDMEMBER SERVICES	MICROSOFT RENEWAL & POSTAGE	\$ 129.97
CARDMEMBER SERVICES	WATER CLASS 1 EXAM	\$ 112.00
Total Water		\$ 29,922.16
<u>Sewer 5201</u>		
TD ENGINEERING LLC	PUMP STATION GENERATOR	\$ 582.12
VERIZON WIRELESS	CELLULAR & BROADBAND SERVICES	\$ 41.61
TREASURER, STATE OF OHIO	ANNUAL SEWAGE SLUDGE FEE	\$ 100.00
D & K TRANSPORT INC.	SLUDGE REMOVAL	\$ 400.00
USA BLUEBOOK	MISC OPERATING SUPPLIES	\$ 298.16
CITY OF PERRYSBURG	SEWER CHARGES	\$ 979.00
EISENHOUR MOTOR SALES INC.	PUMP REPAIR ON FORD	\$ 1,251.88
GOVERNMENT ACCOUNTING SOLUTIONS	QTRLY PAYMENT FOR UTILITY SOFTWARE	\$ 301.67
UNION BANK CO.	COLLECTION OF UTILITY BILLS	\$ 10.00

PUBLIC UTILITIES COMMISSION OF OHIO	DAMAGE PREVENTION REGISTRATION	\$ 11.67
MORIARTY MACHINERY & SUPPLY	MISC OPERATING SUPPLIES	\$ 152.00
STAPLES CREDIT PLAN	MISC OFFICE SUPPLIES	\$ 8.56
UNIFIRST CORPORATION	RENTALS-UNIFORMS, TOWELS & MATS	\$ 46.80
COUNTYLINE CO-OP	GASOLINE & MISC SUPPLIES	\$ 606.37
PITNEY BOWES INC.	MAILSTATION LEASE QRTL	\$ 17.24
CARDMEMBER SERVICES	MICROSOFT RENEWAL & POSTAGE	\$ 103.29
CARDMEMBER SERVICES	SHIPPING FOR NEO	\$ 547.75
Total Sewer		\$ 5,458.12
<u>Electric 5301</u>		
JOHN COURTNEY	MONTHLY CONSULTANT RETAINER	\$ 100.00
O.E. MEYER CO.	LARGE CYLINDER RENTAL	\$ 8.12
FROBOSE MARKET IGA	GASOLINE & MISC SUPPLIES	\$ 9.14
GOVERNMENT ACCOUNTING SOLUTIONS	QTRLY PAYMENT FOR UTILITY SOFTWARE	\$ 301.66
UNION BANK CO.	COLLECTION OF UTILITY BILLS	\$ 10.00
PUBLIC UTILITIES COMMISSION OF OHIO	DAMAGE PREVENTION REGISTRATION	\$ 11.67
MORIARTY MACHINERY & SUPPLY	MISC OPERATING SUPPLIES	\$ 401.24
STAPLES CREDIT PLAN	MISC OFFICE SUPPLIES	\$ 8.56
UNIFIRST CORPORATION	RENTALS-UNIFORMS, TOWELS & MATS	\$ 88.68
COUNTYLINE CO-OP	GASOLINE & MISC SUPPLIES	\$ 313.93
PITNEY BOWES INC.	MAILSTATION LEASE QRTL	\$ 17.24
CARDMEMBER SERVICES	MICROSOFT RENEWAL & POSTAGE	\$ 129.99
Total Electric		\$ 1,400.23
<u>Water Preventive 5701</u>		
TD ENGINEERING LLC	DOWNTOWN WL REPLACEMENT	\$ 415.80
Total Water Preventive 5701		\$ 415.80
<u>Storm Sewer 5202</u>		
TD ENGINEERING LLC	E. FRONT STORM SEWER AT FREEDOM TWP	\$ 277.20
JIM PALMER EXCAVATING	REMOVE & REPLACE BASIN @ BOND & OAK	\$ 13,786.50
Total Storm Sewer 5202		\$ 14,063.70

Total for all Utilities

\$ 51,260.01

SEWER- Landry Sheets

Excess Water Treatment-Landry stated he would like the Village to have an Ordinance allowing Village employees to verify sump pump tie-ins when property transfers ownership. Village should be able to verify discharge is into storm sewer not sanitary sewer. During heavy rains the WWTP is processing large quantities of water. Landry also stated would still like to line pipes because pumps are working hard during heavy rainfall. Landry asked if could legally go after property owners who knowingly discharge sump pump into the sanitary line. The Board agreed the Village has nothing in place to verify discharge or legally make an owner correct the tie-in.

Main Pump Station-wet well soft starter went bad. Bergren Associates mentioned that could locate it in a metal box and install it above ground to make working on it easier. Landry recommended placing stainless steel box on telephone pole near station, this would allow dry area for feeds. Chuck asked Landry to get pricing before the Board moves forward.

Generator Plugs-Landry presented Bergren Associates' proposal for a 60-amp transfer switch, grounding kit, generator pin, sleeve plug and all needed hardware to use with portable generator. The board

discussed the issue with needing electricity at pump stations and the difficulty when weather is bad. Landry would like to have set at each outlaying station. Cost per pump station is \$8937.00. Landry would like to install at Bierley Ave., Bridge St. and Marshall Ave. pump stations- in that order. Board asked Clerk to verify finances with Fiscal Officer and Board agreed to purchase for Bierley Ave. and if enough in fund also Bridge St. pump station.

Great Lakes Water & Waste Systems-Main pump station soft starter is 18 weeks out and replacement cost is \$2719.00, repair Hydromatic 50hp pump cost is \$6128.00, and new 50hp Hydromantic pump has 8–10-week lead time and costs \$19,384.00. The board discussed the need for soft starters and 50hp pumps. Landry stated he spoke with Steve Darmofal and believe could lower diameter of propeller with 10" line in Hydromatic pumps; if switched to Shinmaywa pump would need to change out electrical. Bob Schacht asked which is better-Hydromatic or Shinmaywa; Landry responded thought would want to switch to all Shinmaywa but he, Steve, and Scott (Great Lakes Water & Waste) looked at pump curve and Hydromatic was in center more than the Shinmaywa. Dean asked how long it would take for delivery of the re-built pump, Landry stated 2-3 weeks. Chuck asked how many hours are on the current 50hp., Landry responded unsure. Bob motioned to approve a new soft start and rebuild 50hp, Chuck seconded the motion. Board approved.

NEO-Landry met with a new representative based out of Indianapolis and did a walkthrough of WWTP. The representative mentioned that the EPA has mentioned Village using NEO. Landry mentioned wanting to order a hock kit from USA Bluebook at cost of approximately \$1000.00. Board agreed.

Rutter & Dudley-Proposal for sealing asphalt in fenced area at WWTP at cost of \$2770.00. The Board asked Landry to get more quotes. Landry also mentioned area on Elm St. needs repaired due to road work. The board asked for this area to be included in additional proposals. Landry mentioned would like to include the area in the park used for the fair where he had installed an underground conduit for water and electrical. The board agreed to include this area also.

Oxygen Sensor-Landry had discussion with the fire department regarding oxygen/gas sensor to be used in confined spaces. Fire Department is getting grant funding to purchase a sensor and agreed to purchase 2 of them (1 for fire department and 1 for the Village-at Village cost) and both would be housed and maintained at fire department. All employees would be trained in how to use it. The board agreed need to purchase and will have fire department house, maintain, and test.

ELECTRIC –Jeff Barres

Not in attendance

WATER-Nathan Schultze

Not in attendance

MISCELLANEOUS

Mayor Bailey informed the Board that she just received notification that the County Commissioner's legal team has approved the Village using the \$1 million grant on the water tower instead of downtown waterlines. Mayor will send to Solicitor for final approval.

The Water Tower Inspector-Board discussed proposals from Dixon and Nelson Tank. Tabled discussion and approval till later date.

Steve Updates-Clerk provided the Board with Steve Darmofal email outlining projects and updates. Board reviewed and discussed. (see attached)

Village accounts-Clerk informed the Board that John Courtney recommended changing the rate code for the 7 Village accounts that normally would be charged/adjusted. John felt this change would better reflect the actual billed electric charges. The board asked if could still see the charges and Clerk responded yes but will not have to do adjustments to accounts.

Substation update-Clerk updated Board on South Substation work. Jeff heard from RMS, and they are planning on scheduling testing within the next couple of weeks. He will work with Toledo Edison when RMS schedules the date.

Rutter & Dudley-Clerk presented a proposal for asphalt patchwork at 4 locations (water breaks) throughout the Village at cost of \$4960.00. The board asked Nathan to get additional quotes. The clerk will inform Nathan of this decision.

Payment approvals-**27**

Miscellaneous adjustments-**44 late fees removed.**

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

With no further business to discuss, the meeting was adjourned at 8:34p.m. The next meeting will be held on Monday March 20, 2023, at 7:00 p.m.

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

President

Clerk
