

**VILLAGE OF PEMBERVILLE**  
**BOARD OF PUBLIC AFFAIRS**  
**April 17, 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, Jeff Barres, Nathan Schultze, Landry Sheets and Eric Campbell. Dean Krukemyer called the meeting to order at 7:00 p.m. Bob Schacht motioned to approve April 3, 2023, regular meeting minutes, Chuck Schulte seconded the motion. Minutes approved.

The following bills were approved for payment.

**Board Of Public Affairs**  
**Bills being submitted for payment** **April 17**

<b><u>Water 5101</u></b>		
BRIAN HEESTAND	WINTER GEAR & BOOT REIMBURSEMENT	\$ 85.79
BONDED CHEMICAL	PLANT CHEMICALS	\$ 2,471.26
MASI	LAB TESTING	\$ 311.00
MORIARTY MACHINERY & SUPPLY INC.	OPERATING SUPPLIES & MATERIALS	\$ 143.99
UNION BANK CO.	COLLECTION OF UTILITY BILLS	\$ 10.00
AMP, INC.	OSHA SAFETY MEETINGS	\$ 202.70
COUNTYLINE CO-OP	GASOLINE & MISC SUPPLIES	\$ 430.72
STAPLES CREDIT PLAN	MISC OFFICE SUPPLIES & MATERIALS	\$ 57.17
XEROX FINANCIAL SERVICES	COPIER LEASE & SUPPLY FREIGHT	\$ 70.94
AMPLEX	PHONE, FAX & FIBER OPTIC SERVICES	\$ 37.46
<b>Total Water</b>		<b>\$ 3,821.03</b>
<b><u>Sewer 5201</u></b>		
BRIAN HEESTAND	WINTER GEAR & BOOT REIMBURSEMENT	\$ 85.79
JONES & HENRY LABORATORIES INC.	LAB TESTING	\$ 861.00
FRONTIER	TELEPHONE SERVICES	\$ 132.24
CORE & MAIN	MILLIKEN FLG PLUG W/OPER NUT	\$ 1,615.00
D & K TRANSPORT INC.	SLUDGE REMOVAL	\$ 400.00
UNION BANK CO.	COLLECTION OF UTILITY BILLS	\$ 10.00
AMP, INC.	OSHA SAFETY MEETINGS	\$ 202.70
COUNTYLINE CO-OP	GASOLINE & MISC SUPPLIES	\$ 260.98
STAPLES CREDIT PLAN	MISC OFFICE SUPPLIES & MATERIALS	\$ 57.17
XEROX CREDIT SERVICES	COPIER LEASE & SUPPLY FREIGHT	\$ 70.95
FROBOSE MARKET IGA	MISC SUPPLIES & MATERIALS	\$ 32.11
AMPLEX	PHONE, FAX & FIBER OPTIC SERVICES	\$ 37.46
<b>Total Sewer</b>		<b>\$ 3,765.40</b>
<b><u>Electric 5301</u></b>		
JOHN COURTNEY	PROFESSIONAL/TECHNICAL SVC/TRAVEL	\$ 10,000.00
BRIAN HEESTAND	WINTER GEAR & BOOT REIMBURSEMENT	\$ 85.00
AIRGAS GREAT LAKES	NITROGEN CYLINDER RENTAL	\$ 43.53
O.E. MEYER CO.	LARGE CYLINDER RENTAL	\$ 8.99
AMP, INC.	ELECTRICITY/JV5 PRINCIPAL/INTEREST	\$ 80,148.77
UNION BANK CO.	COLLECTION OF UTILITY BILLS	\$ 10.00
AMP, INC.	OSHA SAFETY MEETINGS	\$ 202.70
COUNTYLINE CO-OP	GASOLINE & MISC SUPPLIES	\$ 367.47

STAPLES CREDIT PLAN	MISC OFFICE SUPPLIES & MATERIALS	\$ 57.18
XEROX FINANCIAL SERVICES	COPIER LEASE & SUPPLY FREIGHT	\$ 70.95
FROBOSE MARKET IGA	MISC SUPPLIES & MATERIALS	\$ 13.71
AMPLEX	PHONE, FAX & FIBER OPTIC SERVICES	\$ 37.46
<b>Total Electric</b>		<b>\$ 91,046.56</b>

**Total for all Utilities**

**\$ 98,632.99**

### **SEWER- Landry Sheets**

**East Front St. Storm Sewer-TD Engineering proposal-** Board reviewed and approved the proposal for design of storm sewer. Discussion ensued regarding storm sewer from new township building to the river. Landry mentioned that need to get topo completed so will know what size line needs to be installed. Steve thought would need a 12" line but may need an 18-21" line (dependent on slope) and the Board agreed township would pick up additional upside costs. Board stated combined cost should be shared (Village/Township) from manhole to river.

**Main Pump Station Generator-**Chuck questioned why LP vapor is listed on the updated Cummins quote since generator will be ran by natural gas and if we have correct voltage. Landry will verify with Jake at Cummins and Jeff. Landry spoke with a representative from Columbia Gas and verified would need a larger line installed; Columbia Gas will pay for upsizing the line and meter, but Village will have to pay if move the meter. Chuck asked how many weeks it takes for delivery, Landry responded 57-60 weeks for generator and 20-22 weeks for automatic transfer switch.

**Hinged Lid-** Landry provided a quote from Core & Main to compare with Kuhlman presented last meeting. The board reviewed and decided to wait for additional information before proceeding with approval.

**Sludge Tank Valve-**Palmer will install a new valve in the near future.

**Huber-**Gearhart will be coming to work on it.

**Great Lakes Water & Wastewater-**Discussion ensued on 50hp pump and size of impeller. Current size impeller will not work once E. Front St. ForceMain project is complete. Chuck asked Landry to get a price quote and timeframe for pump with 11" impeller.

**Sludge-**Landry would like to spread sludge across approximately 3-acre parcels; would rotate (3) areas near the sewer treatment plant. Landry mentioned \$275.00/acre, 10 acres total. The board will review it at a later date.

### **ELECTRIC –Jeff Barres**

**112 Marshall Ave.-**Jeff informed the Board that Zach Henline purchased 112 Marshall Ave. in early March; has questioned electric usage (4418 kw) since purchasing. The meter is a remote read meter that was installed April 2022 and usage has been consistent. According to Zach, the home has been gutted with furnace and baseboard heaters removed. The clerk had asked Jeff to verify usage prior to sending bill to Zach; usage was verified. Jeff verified usage a 2<sup>nd</sup> time prior to speaking with Zach. The board reviewed meter usage history and discussed the situation. Board asked Jeff keep eye on meter.

**RMS Energy (South Substation)-**Jeff stated RMS is on schedule to stage on Wednesday and perform work on Thursday. Toledo Edison will visit the North Substation tomorrow and review with Jeff what will need to be done at North Substation for Thursday work at South Substation. Toledo Edison will be on call if needed Thursday.

**Pole Truck-**The truck is in for maintenance service (6hrs. so far) and it was discovered the lift cylinders are leaking hydraulic fluid and pins are not releasing correctly. Unsure of costs or time frame.

**Township site-**Jeff spoke with Rudolph Libbey regarding temporary electrical connection. There was some confusion regarding placement of the temporary electrical pole. The temporary line will come from Rt. 105 side of property and permanent connection will feed from railroad side of property.

## **WATER-Nathan Schultze**

**Pump Issues-Well #3**-Watson Wells replaced the check valve and pipe. **Well #10**-signal wire went bad - Bergren will switch over to radio. **Well #7**-went down today- is only doing 10 gallons/minute-possible whole in the 2" pipe. Watson Wells will be here in a week or so to fix it.

**The South Waterline Loop**-Project is complete- just need to finish grading and seeding.

**Pine/Main Waterline Replacement**-Board discussed engineering proposal and decided to hold approval until find out small government funding.

**North Plant Roof**-Insurance company confirmed damage due to storm. The technical company quote was approximately \$10,000.00 over insurance estimate. Nathan contacted Damschroder for a quote- still waiting. K & K concrete to provide estimate for concrete cap on roof.

**Water tower engineering/inspection**-Board discussed, and Nathan provided input on whether to approve Nelson or Dixon. The board approved Dixon Engineering.

**Water tower antenna space**-Discussion ensued as to whether to allow additional telecommunication companies space to install equipment on top of new water tower. Amplex currently has equipment on the handrail and will do so on the new tower also. The village would benefit from additional monthly income by allowing equipment to be installed on the handrail in addition to the Amplex. Mayor Bailey will conduct further investigation into this matter.

## **MISCELLANEOUS**

**Steve Updates**-Clerk provided/ Board reviewed update email from Steve covering E. Front WL & FM project, Freedom Township site/storm sewer, water tower project, Main pump generator, South End WL loop project, Pine/Main WL replacement design, ARPA agreement with Commissioners.

**Small government funding**-Clerk updated Board that Steve feels will have update on funding by end of April/first of May.

**Pre-construction meeting**-Clerk provided the Board an E. Front WL/FM pre-construction meeting draft for review. Chuck asked that a time frame for Countyline elevator/harvest be included in project scheduling. The clerk will contact Steve regarding adding to outline. Mayor Bailey asked if the meeting should be open to the public. The clerk will discuss it with Steve.

**Executive Session**-Board entered into Executive Session at 9:02 p.m. to discuss personnel issues. Board exited Executive and resumed Regular session at 9:26 p.m.

Payment approvals-19

Miscellaneous adjustments-(1) billing error/ (7) GovPay penalty removed.

Vacation Requests **approved**- (1) Nathan/ (4) Melody

**With no further business to discuss, the meeting was adjourned at 9:47 p.m. The next meeting will be held on Monday May 1, 2023, at 7:00 p.m.**

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

**President**

**Clerk**

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**From:** Steve Darmofal <steve.darmofal@tdengineeringllc.com>  
**Sent:** Monday, April 17, 2023, 10:48 AM  
**Subject:** Update on Pemberville Projects for BPA Meeting tonight

Hello Mel,

Here are project updates to pass along to the BPA tonight:

1. **E. Front St. WL & FM Replacement.** EPA Loan has closed. Contract Agreements between Village and Underground Utilities are currently at the Village for signing. Mr. Kuhlman passed along comments on 4/14/23, and we sent some replacement pages to Village on 4/15/23. We have scheduled the preconstruction meeting for Wednesday, May 3 at 1:00pm. This morning we sent a Draft of the preconstruction meeting agenda to the Village for comments to see if there are other items that the Village wants to add to the agenda. We are currently reviewing shop drawings for the project.
2. **Freedom Township Site Plan / Storm Sewer.** We had a big conference call on 3/15/23 between Village, Rudolph Libbe, Township, and site plan engineer to discuss the site plan and storm sewers. I had a follow-up conversation with Shane from Kleinfelder and Dalton from Rudolph Libbe on 3/20/23 on the comments from the plans. On 3/20/23 TD Engineering submitted to BPA an engineering proposal to design the storm sewer on E. Front Street. Kleinfelder submitted revised drawings on 3/29/23. I last spoke with Shane Huntley at Kleinfelder on 4/5/23. At this point Freedom Township's design team has submitted drainage calculations based on future upgrades being made to the storm sewer by the Village and it is my understanding they are waiting for us to give them the go ahead. Can the Village give them the OK on their design plan without the Village moving forward with the storm sewer improvements? If storm sewer improvements aren't made to provide a larger pipe with an outlet to the river, then the Township's site plan won't be properly sized as the existing storm sewer won't be able to handle their proposed discharge.
  - At this point we are waiting for the BPA to approve the engineering proposal for the storm sewer design so we can order the topographic survey and begin design work to properly size the storm sewer pipe, and
  - The Village will need to secure an easement for the storm sewer outlet.With warm weather, and the leaves coming out it is going to take longer to do the topographic survey work for the easement area if there are more delays in approving the work. Also, the proposed storm sewer will be crossing the new waterline and force main for the E. Front St. project being built by Underground Utilities. We should get the storm sewer designed before the construction work starts in that area in case any adjustments need to be made to the waterline/force main depths to accommodate the storm sewer.
3. **Water Tower Project.** We received a letter from Ohio EPA dated 3/2/2023 approving the plans and we also got a copy of the approved drawings with the EPA stamp. We completed the design drawings, including electrical drawings on 3/30/2023. We submitted documentation of plan status to Ohio Public Works on 3/30/23. At this point we are waiting for OPWC to announce the results of the Small Government program to see if we get funded with this round. Last year OPWC announced the Small Government results before May 1. If this project is awarded OPWC funding, the money will become available on July 1, 2023.
4. **Main Pump Station Back-up Generator Project:** We submitted the Loan application for the project to Ohio EPA/DEFA on 2/22/23. The Village Solicitor provided a letter saying that the Sourcewell online procurement site meets the requirements of Ohio Revised Code. The Village has obtained an updated quote on the electrical equipment. Today we submitted the information requested by DEFA, along with the Cummins generator equipment quote, and are awaiting comments from DEFA. The Village should wait for DEFA's response before getting construction quotes and placing the equipment order.
5. **South End WL Loop Project:** This project is at substantial completion. Palmer Excavating did grading work and adjusted valve boxes last week. At this point they still need to pour sidewalk at the South Water Plant, provide topsoil in yard areas, and complete the seeding and restoration work.

6. **Pine St and Main St Waterline Replacement Design:** We sent a design proposal to the BPA dated 2/6/23 for consideration. This is something that the Village could get a planning/design loan for – from either OWDA or Ohio EPA/DEFA if desired. Construction costs for this project can be paid for by the ARPA grant through the Wood County Commissioners.
7. **ARPA Subgrant Agreement from Wood County Commissioners:** It is our understanding that this agreement has been finalized between the Village and Wood County Commissioners.

I can be available to take a phone call during the BPA meeting tonight to answer any questions that might come up. Let me know if you have any questions or need any additional information.

Thank you,

Steven J. Darmofal, P.E.

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