

VILLAGE OF PEMBERVILLE
BOARD OF PUBLIC AFFAIRS
May 1, 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 Titekemeier, Jeff Barres, Landry Sheets, Eric Campbell, Zach Henline and Todd Henline. Dean Krukemyer called the meeting to order at 7:00 p.m. Bob Schacht motioned to approve April 17, 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 **May 1**

<u>Water 5101</u>		
MASI	LAB TESTING	\$ 191.10
GREAT LAKES RENTAL	OPERATING SUPPLIES & MATERIALS	\$ 60.00
MORLOCK ASPHALT	BEHIND DT BUILDINGS/BIERLEY/PINE ST.	\$ 3,940.00
CONTROL ASSOCIATES INC.	2023 ANNUAL CALIBRATIONS	\$ 948.00
COMDOC INC.	COPIER MAINTENANCE & SUPPLIES	\$ 60.20
HOME DEPOT CREDIT SERVICES	MISC SUPPLIES & MATERIALS	\$ 313.07
UNIFIRST CORPORATION	RENTAL UNIFORMS, MATS & TOWELS	\$ 46.76
VERIZON WIRELESS	BROADBAND & CELLULAR SERVICES	\$ 40.11
	Total Water	\$ 5599.24
<u>Sewer 5201</u>		
TD ENGINEERING LLC	E. FRONT STORM SEWER/PUMP STAT. GERNERATOR	\$ 526.68
MORLOCK ASPHALT	CUT OUT/SUNKEN AREA BY LEGION HALL	\$ 922.00
CONTROL ASSOCATES	2023 ANNUAL CALIBRATIONS	\$ 948.00
CITY OF PERRYSBURG	SEWER	\$ 489.50
ADKINS SANITATION	HYDRO EXCAVATE VACCON	\$ 875.00
COMDOC INC.	COPIER MAINTENANCE & SUPPLIES	\$ 60.20
HOME DEPOT CREDIT SERVICES	MISC SUPPLIES & MATERIALS	\$ 23.70
UNIFIRST CORPORATION	RENTAL UNIFORMS, MATS & TOWELS	\$ 46.80
VERIZON WIRELESS	BROADBAND & CELLULAR SERVICES	\$ 40.90
	Total Sewer	\$ 3932.78
<u>Electric 5301</u>		
GROSS ELECTRIC INC.	OPERATING SUPPLIES & MATERIALS	\$ 19.14
COMDOC INC.	COPIER MAINTENANCE & SUPPLIES	\$ 60.20
CARDMEMBER SERVICES	OPERATING SUPPLIES & MATERIALS	\$ 50.29
HOME DEPOT CREDIT SERVICES	MISC SUPPLIES & MATERIALS	\$ 462.27
UNIFIRST CORPORATION	RENTAL UNIFORMS, MATS & TOWELS	\$ 96.54
	Total Electric	\$ 688.44
<u>Water Tower 5703</u>		
TD ENGINEERING LLC	SOUTHEND WATERLOOP-CONSTRUCTION	\$ 221.76
	Total Water Tower 5703	\$ 221.76
<u>Storm Sewer 5202</u>		
TD ENGINEERING LLC	DETAILED DESIGN-STORM SEWER IMPROV.	\$ 1,450.50
	Total Storm Sewer 5202	\$ 1,450.50

Total for all Utilities

\$ 11,892.72

SEWER- Landry Sheets

Great Lakes Water & Waste Systems-Landry presented a proposal for Shinmaywa 2hp submersible pump costing \$4567.00, Hydromatic 50hp submersible pump at cost of \$22,334.00 and 11" diameter impeller at cost of \$3902.00. The Hydromatic pump has 100' cable to eliminate electrical junction boxes and help with moisture issues. Landry would like to have 2 new pumps running at Bierley pump station since they run constantly. The 11" impeller would be installed on a pump currently in service. The Hydromatic pump and impeller could be paid for out of contingency fund. The board discussed and approved the purchase in the amount of \$30,803.00.

Huber- Gearhart will be here May 16th to work on the equipment. Landry and Patrick will be disassembling prior to May 16th. Will need new insulation installed.

Manhole covers-Landry will contact Core & Main for additional information.

Generator-Need to get 3 quotes for construction/installation.

East Front St. Storm Sewer- Steve is expecting topo to be completed on the proposed storm sewer easement area mid-week. Pipe increased from 6" to 10" and line going across Jim Smith property is 10"-12". Chuck mentioned the Township building will increase the flow and has no means of absorption. The board needs to determine costs associated with upsizing the storm sewer and have Mr. Kuhlman write a letter informing the Township of costs and have Township sign stating they have been notified of such costs. All agreed.

SBR training-Landry will be attending training at Put in Bay May 11th – May 12th. The representative with Huber will be there and Landry is hoping to have a discussion regarding issues with Huber. Landry is also going to speak with Put in Bay employees regarding the use of NEO. They are interested in the results we have had with using the product.

Phosphorus removal-Larry asked about Phosphorus and where it goes? Landry responded it goes into the sludge and then is either hauled to Perrysburg or spread on the field. Plants naturally absorb and use it for food. Landry mentioned would like to start spreading the sludge on 3 separate areas (Village and Jim Smith owned) and would rotate.

ELECTRIC –Jeff Barres

South Sub Station- RMS discovered additional issues when they were here to do testing and install motor. When they opened LTC they discovered the line was cracked and broken. The issue would not have been noticed until a 3-phase customer had an issue with their equipment. The issue is now a liability since Village is aware of the problem. RMS will send information to the Village within a week or so explaining what the issues are and the costs to repair/replace. The board agreed to a special meeting to discuss once have the information. The clerk will set the meeting and post per requirements.

Damaged electrical pole-The pole was hit and damaged by a cement truck. Jeff verified pole is stable but would like to replace it. He will contact Toledo Edison regarding replacing the pole.

Easement/Building permit-Dean, Jeff and Eric discussed whether there is an electrical easement at 680 W. Front St. and location of such an easement. Dean has requested a building permit to build a garage and Eric was gathering information as to if placement would interfere with electrical lines/easement. Jeff stated he is fine with the request; Eric stated he would approve the building permit.

WATER-Nathan Schultze

Not in attendance

MISCELLANEOUS

112 Marshall Ave.-There was discussion at the last meeting regarding this topic and the Board asked Jeff to keep an eye on usage. Henline's asked Jeff what could be done regarding the bill and Clerk suggested they come to meeting to discuss with the Board. Zach and Todd Henline were present to discuss electric usage at 112 Marshall Ave. The home was purchased March 1ST and has been totally gutted. Zach and Todd questioned the meter usage and how it could be so high with home being gutted. The board discussed and agreed to provide adjustment to the bill and charge April's usage (588 kw) instead of (4418kw) March usage and to remove late fees (since due date was last week). The clerk will adjust and notify Zach of the adjusted bill amount.

Small Government Funding-Mayor Bailey informed the Board that final results will be completed and posted on May 11th. We preliminarily scored well and picked up a couple points after the cooling off period. Will have the results at the next meeting.

Pre-con meeting-Clerk informed the Board that a pre-con meeting has been set for May 3rd at 1:00 p.m. for the East Front St. Waterline/Force Main project. Steve has asked for Nathan, Landry, Clerk, Board, Mayor, Township, Columbia Gas, and Underground Utilities representatives to be present to discuss the project.

Zoning Issues-Eric informed the Board that he had come across areas where easements were thought to be but was not able to find anything recorded. Mayor Bailey will check with Mr. Kuhlman to determine if can record if documents were completed years ago but never recorded.

Steve update email-Clerk provided email from Steve giving updates on projects going on within the Village. Board reviewed. (See attached)

Payment approvals-**13**

Miscellaneous adjustments- **(38)** GovPay penalty removed.

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

With no further business to discuss, the meeting was adjourned at 8:47 p.m. The next meeting will be held on Monday May 15, 2023, at 7:00 p.m.

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

President

Clerk

From: Steve Darmofal <steve.darmofal@tdengineeringllc.com>
Sent: Monday, May 1, 2023 4:27 PM
To: townhall@villageofpemberville.org
Cc: Landry Sheets Pemberville WWTP; Pemberville Water; Dean Krukemyer; clerk@villageofpemberville.org; Mayor Bailey
Subject: Update on Pemberville Projects for BPA Meeting tonight 5/1/2023

Hello Mel,

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

1. **E. Front St. WL & FM Replacement.** Contract agreements have been executed. The preconstruction meeting will be this Wednesday, May 3, at 1:00pm. We have been reviewing shop drawings for the project.
2. **Freedom Township Site Plan / Storm Sewer.** BPA approved us to begin design of the East Front Street Storm Sewer at the 4/17/23 BPA meeting. The survey crew is scheduled to do the topographic survey work the middle part of this week. Kleinfelder submitted revised storm calculations on 3/29/23 for the Freedom Twp Site Plan. They adjusted the runoff coefficients, as required, and will be discharging at the pre-developed rate while providing volume in their detention basin to retain the 25-year storm, which is all that the Pemberville subdivision ordinance requires. At this point, the Village is planning to design the new storm sewer to handle the existing runoff in this area, and the new storm sewer will be able to handle the stormwater outlet from their site. We should be able to get the storm sewer designed before the E. Front Street WL & FM 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. We also invited a representative from the Freedom Township project to attend the E. Front Street WL & FM preconstruction meeting.
 - The Village will need to secure an easement for the storm sewer outlet.
 - It is our understanding that the Village and Township will equitably share the cost of the storm sewer upgrades. The total cost and a breakdown will be better known once we get the storm sewer designed.
3. **Water Tower Project.** On 4/24/23 Jennifer Kline from OPWC sent Mayor Bailey an updated Small Government Score to review. OPWC has the project scored at 68 points, with all of the priority points and final scores. They originally had the wrong dollar amount listed, and we contacted them and now they have revised it to the corrected total funding amount of \$836,000 with \$418,000 in grant and \$418,000 in loan. We will keep our fingers crossed that the project will score high enough to be funded.

The SG Commission's meeting to approve projects for funding is scheduled for 10am, May 11, 2023. This meeting does not address individual projects but rather provides for a vote on the Administrator's recommended slate of projects in its entirety. The spreadsheet of projects with results will be posted at <https://pwc.ohio.gov/Programs/Infrastructure-Programs/Small-Government#5629-project-slates> immediately after the meeting. If this project is awarded OPWC funding, the money will become available on July 1, 2023.
4. **Main Pump Station Back-up Generator Project:** The Village has obtained an updated quote on the electrical equipment, and on 4/17/23 we submitted the information requested by DEFA, along with the Cummins generator equipment quote. This afternoon I spoke with Sam Aljamal at DEFA, and he told me that we should move forward with getting at least 3 contractor quotes for the installation/construction of the project. He said his supervisor is out this week, and the Village should hold off for now on actually placing the generator equipment order until he can confirm that everything is good from DEFA to move forward with that. If the Village is getting separate construction quotes from different disciplines, such as electric work and

mechanical/plumbing/excavation work for the gas line extended, then the Village should get at least 3 quotes from contractors for work in each of the separate disciplines.

5. **South End WL Loop Project:** This project is at substantial completion. Palmer Excavating did grading work and adjusted valve boxes a few weeks ago. I spoke with Matt from Palmer today, and he said they plan to pour concrete walks this Thursday, and they plan to have their landscaper start the seeding work and placement of topsoil this Friday.
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. It is our understanding that the BPA is waiting to hear back from OPWC on whether the water tower funding will be awarded before making a decision on this project. If the water tower is funded by OPWC, we will do an evaluation to see if the Pine and Main St waterline project would score well for OPWC Small Governments for the upcoming funding round due this fall, as the Village may be able to pledge a portion of the ARPA grant as committed match money to help secure OPWC grant and loan funding to cover a portion of the project.

Let me know if you have any questions or need any additional information.

Thank you,

Steven J. Darmofal, P.E.

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