

VILLAGE OF PEMBERVILLE
BOARD OF PUBLIC AFFAIRS
July 31, 2023

Present at the regular meeting of the Board of Public Affairs were Dean Krukemyer, Chuck Schulte, Bob Schacht, Clerk Melody Siebenaler, Mayor Bailey, Nathan Schultze, Landry Sheets, Jeff Barres, Eric Campbell, Rick Rahe, Bridget and Nick Orzechowski, Kevin Oberdick, Michael Oberdick, Denny Henline, and Joe Hirzel II. Dean Krukemyer called the meeting to order at 7:00 p.m. Bob Schacht motioned to approve July 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 **July 31**

<u>Water 5101</u>		
MASI	LAB TESTING	\$ 191.00
JIM PALMER	EMERGENCY WATERLINE REPAIR	\$ 2,475.00
COMDOC INC.	COPIER MAINTENANCE & SUPPLIES	\$ 43.15
VERIZON WIRELESS	BROADBAND & CELLULAR SERVICES	\$ 41.11
HOME DEPOT CREDIT SERVICES	DEHUMIDIFIER	\$ 249.00
CARDMEMBER SERVICES	COMPUTER	\$ 747.24
CARDMEMBER SERVICES	POSTAGE PLUS FEE FOR PITNEY BOWES	\$ 103.50
UNIFIRST CORPORATION	RENTAL UNIFORMS, MATS & TOWELS	\$ 49.08
Total Water		\$ 3,899.18
<u>Sewer 5201</u>		
BERGREN ASSOCIATES INC.	3/3,3/10 HRS./PORTAL/TRAVEL/VNC	\$ 903.75
BERGREN ASSOCIATES INC.	VCN W/ ICEAS SBR-PANELVIEW PLUS	\$ 7,836.00
BERGREN ASSOCIATES INC.	ADDITIONAL SERVICE LABOR	\$ 270.00
TD ENGINEERING LLC	PUMP STATION GENERATOR	\$ 1,968.12
GREAT LAKES WATER & WASTE SYSTEM	HYDROMATIC SUBMERSIBLE/IMPELLER	\$ 26,236.00
GREAT LAKES WATER & WASTE SYSTEM	AUXILLARY CONTRACTOR	\$ 274.00
JONES & HENRY LABORATORIES INC.	LAB TESTING	\$ 1,207.60
COMDOC INC.	COPIER MAINTENANCE & SUPPLIES	\$ 43.16
VERIZON WIRELESS	BROADBAND & CELLULAR SERVICES	\$ 40.94
HOME DEPOT CREDIT SERVICES	MISC SUPPLIES & MATERIALS	\$ 83.79
CARDMEMBER SERVICES	POSTAGE PLUS FEE FOR PITNEY BOWES	\$ 103.50
UNIFIRST CORPORATION	RENTAL UNIFORMS, MATS & TOWELS	\$ 49.11
Total Sewer		\$ 39,015.97
<u>Electric 5301</u>		
JEFF BARRES	SAFETY GLASSES	\$ 290.00
RMS ENERGY CO LLC	CHANGE ORDER FORM	\$ 4,713.71
COMDOC INC.	COPIER MAINTENANCE & SUPPLIES	\$ 43.16
HOME DEPOT CREDIT SERVICES	MISC SUPPLIES & MATERIALS	\$ 355.53
CARDMEMBER SERVICES	POSTAGE PLUS FEE FOR PITNEY BOWES	\$ 103.50
UNIFIRST CORPORATION	RENTAL UNIFORMS, MATS & TOWELS	\$ 91.00
Total Electric		\$ 5,596.90
<u>Water Preventive 5701</u>		
BERGREN ASSOCIATES INC.	SERVICE LABOR WELL CONTROL/MILEAGE	\$ 4,222.50
Total Water Preventive 5701		\$ 4,222.50

Storm Sewer 5202		
TD ENGINEERING LLC	DETAILED DESIGN/EASEMENT/BIDDING E. FRONT	\$ 4,661.00
	Total Storm Sewer 5202	\$ 4,661.00

Total for all Utilities

\$ 57,395.55

SEWER- Landry Sheets

Bergren Associates-Installed equipment at sewer plant to allow running system to be viewed on smart phone. Provided a proposal for a transducer replacement for the Bierly Ave. pump station at a cost of \$1300.00 plus freight and installation/start-up. The cost of installation/start-up is approximately \$1200.00. Chuck motioned to approve; Bob seconded the motion. Purchase approved.

Pump Stations-Landry worked with County to work on outlaying pump stations. (quarterly)

Bierley Pump Station-ready to install plug in place for the trailer generator.

ELECTRIC –Jeff Barres

RMS-Jeff updated Board on South Substation; RMS is still waiting for parts-being shipped here.

Electrical issue- near pool – will put in more spacers and see if helps.

Banners-Jeff planning on putting up the fair banner this week. Concerned it is a “sail” -wouldn’t be good if wind hits it. Will put up Brew Hop signs when takedown fair signs.

Terex-Chuck asked about Terex charges. The board reviewed the costs to repair the pole truck. Board approved costs.

Fair/electrical connections- Discussion ensued as to where connections will be and if will have enough power to supply all electrical needs for carnival housing trailers. Mayor Bailey will contact carnival owner and verify need.

WATER-Nathan Schultze

Nathan provided pricing update for the North water plant roof. Nathan contacted Nordman Roofing -they are swamped and not able to make a new roof until next year. The Board had asked Nathan to get cost per s/ft. for decking associated with portion of roof that insurance will not cover. Technique cost is \$6.75 /ft. and Damschroder is \$25.00/ft. The board reviewed Technique’s proposal and approved \$28,600.00 for roof only. Additional work to replace decking not covered by the insurance will be paid out of capital improvements.

MISCELLANEOUS

Hickory St. apartments-Rick Rahe and Kevin and Michael Oberdick were present to discuss the Hickory St. apartments and the electric hookups. They would like to install an additional meter pack. (3 meters in the pack). This will allow them to wire garage and boiler room to be on their own meter and not be connected to an apartment-as they currently are. In the future this will allow electric to be billed to apartment residents instead of property management. The board approved the installation of an additional meter pack.

Bethlehem Church-Rick Rahe asked if Jeff could fix the electrical issue at Bethlehem Church house that is currently being sold. The inspector noticed electrical service was touching the roof line. Jeff stated would take a look and fix it if possible.

Township building-Rick Rahe spoke about Township building. Nathan stated Palmer will install a water connection later this week. Driveway and sidewalk were also discussed. Driveway paving will stay back 15’ from the road edge-Village will pave when E. Front St. projects are complete. Rick mentioned the move in date is scheduled for September 1, 2023.

Generator-Steve noticed the original proposal did not list soft starters; Steve contacted Jacob at Cummins. Cummins provided an updated proposal showing soft starters, increasing the costs to \$50,391.00.

Chuck questioned 277/480 voltage; Landry will verify have the electric supply needed.

E. Front St. Storm Sewer Easement-Mayor Bailey informed the Board that Gypsy/Judy Lee will sign the easement tomorrow night and Fiscal Officer will record at County.

E. Front Storm Sewer Bid packet-Board reviewed and approved the draft. Chuck questioned needing to contact Landry for viewing (afraid if not able to contact then would lose out on contractor bid). The clerk will mention it to Steve. Steve would like to place a notice in the newspaper with run dates of August 2nd and 9th.

Bid Openings- Clerk notified the Board of bid openings--**Generator**-bid opening at 4:00 p.m. on August 14,2023; **Water Tower**-bid opening at 4:00 p.m. on August 30, 2023; **E. Front St. Storm Sewer**-bid opening at 4:00 p.m. on August 30, 2023.

Steve's email-Board reviewed the email updates (see attached).

ACH update-Clerk informed the Board that the trial period for ACH went well so will be opening up the program Village wide.

Catch Basin issue-Eric informed the Board that the catch basin in area Vine/Perry is starting to sink. Will notify Landry of the issue.

Payment approvals-(12)

Miscellaneous adjustments-**approved** (1) transfer electric to current account/ (1) correct billing (correct payment/remove late fees)

Vacation Requests **approved**- (3) Jeff/ (1) Nathan

With no further business to discuss, the meeting was adjourned at 8:54 p.m. The next meeting will be held on Monday August 14, 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, July 31, 2023 5:13 PM
To: townhall@villageofpemberville.org
Cc: Mayor Bailey; clerk@villageofpemberville.org; Pemberville Water; Landry Sheets
Pemberville WWTP; Dean Krukemyer
Subject: Pemberville Engineering Update for BPA Meeting Tonight (7/31/23)

Hello Mel,

Here are project engineering updates as to pass along to the BPA members for their Board meeting tonight (7/31/23):

1. **E. Front St. WL & FM Replacement.** Based on conversations from a few weeks ago, Underground Utilities won't be mobilizing the crew until at least after the Pemberville Fair, and they will probably be pushing this back even farther, into mid-September, to try to avoid road closures during harvest season. I will keep you posted on start dates when I hear more about this. Most of the construction materials have been delivered already and are being stored by the Wastewater Plant. I have reviewed the Contractor's first pay estimate for stored materials and have sent it separately for Village Approval. I have also requested a price from the Contractor to replace approximately the last 60 feet of 6-inch force main coming from the Bierley Ave. Pump Station where it connects to the gravity sewer at Bierley Ave. and E. Front St. I hope to get this back for the next BPA meeting.
2. **Freedom Township Site Plan** We received email today from Nick Walby and Dalton Landers at Rudolph Libbe saying they plan to pave the driveway at the Freedom Township site the second or third week of August and be complete with their project by the end of August. They don't want to pave the end of the driveway to E. Front St only to have it torn up by the waterline and storm sewer project and then need to get paved again. I told them that the center of the proposed storm sewer is shown at approximately 3.6' north of the edge of pavement of SR 105. The center of the proposed waterline is shown at approximately 8.4' north of the edge of pavement of SR 105. The right-of-way is approximately 16.7' north of the edge of pavement. If Freedom Township stops paving their driveway 15' from the edge of SR 105 it should be safe from getting disturbed due to the two Village projects, and we can have the Village's contractor finish the paving driveway approach after their work is completed. If the Board has any other questions or comments on this, please let me know.
3. **East Front Street Storm Sewer.** The design drawings are complete, and the title sheet is signed. On 7/20/23 we sent the Village the legal description and exhibit for the proposed drainage easement. Last week we sent a Draft copy of the bidding documents to the Village to review with legal counsel. The updated construction estimate is now \$154,750. We would like to get authorization from the Village to begin advertising the project to bid. We are hoping to possibly have the bid opening the same day and time as the bid opening for the Pemberville Water tower project, which we are now projecting to be Wednesday August 30.
4. **Water Tower Project.** Pemberville was successful obtaining funding through the OPWC Small Governments program. The total OPWC funding amount is \$836,000 with \$418,000 in grant and \$418,000 in loan. Here are updates on these projects from what we sent on July 17:
 - The Village will need to decide how much of the \$1 million ARPA grant from the Wood County Commissioners will go towards the Water tower project, how much local share will go to the tower, and how much will need to be borrowed from OWDA or Ohio EPA/DEFA. The funding allocation shown on the OPWC application did not account for receiving the grant from Wood County, as that wasn't finalized at the time. If any money is to be borrowed from Ohio EPA/DEFA, it will cause a delay in bidding as we will need to go through their additional plan approval process and add their project requirements to the project

documents. It will probably be better to borrow any additional funding directly from OWDA since it will only be a small part of the overall project. It is our understanding that the village will not be pursuing EPA/DEFA funds for this project.

- We prepared a draft of the bid package for advertisement and sent this to the Village to review and to have the Village Solicitor review. We received some comments back but haven't heard final comments or if we are allowed to proceed with advertising. We are now anticipating beginning advertising Wednesday August 2 and opening bids Wednesday August 30. The BG Sentinel Tribune only issues print editions of the newspaper on Wednesdays and Saturdays. To get in Wednesday's paper we need to submit an approved invitation to bid for the legal notices by 11:30 am Tuesday, and to get a Saturday paper, they need to have an approved legal notice by 3:30 pm on Thursday. We would like the advertisement period to be between 3 and 4 weeks and would like to open bids before the Labor Day holiday so we can have results to the Board by their September 5 meeting. Let us know if the Village is ready to advertise this Wednesday and I will get the ad to the paper tomorrow morning. Otherwise, we would like to get all comments back by Wednesday so we can begin advertising on Saturday August 5.
- The tank is presently specified to only have provisions for Amplex's communication system on the top of the tower. We spoke about possibly allowing another cell phone provider to put an antenna communications system on top of the tower. We would need to make design/specification revisions to accommodate another cell service provider, and we will need to know what technical requirements they have and the details of their equipment to be mounted. Making upgrades to a standard design to allow for one cell provider can add around \$10,000 to \$20,000 to the tank costs based on conversations that I had with tank constructors. They tell me that each cell carrier is different in what they want and there is no standard "one size fits all" as far as additional requirements to specify if we don't know exactly who the cell provider will be. We were originally thinking of putting in extra cable conduits through the foundation, like are being supplied for Amplex. However, after talking with our electrical engineer, cell providers have different cable needs than the wireless internet providers, and they generally need multiple large coax cables that need to be run through the tank shell and are not run through the foundation because of the bends that would be required. At this point we will just bid the tower as presently designed, and if any cell provider is interested later, they can pay for any upgrades that are required.

5. **Main Pump Station Back-up Generator Project:** The Village has obtained an updated quote on the electrical/generator equipment, and on 4/17/23 we submitted the information requested by DEFA, along with the Cummins generator equipment quote. EPA has pushed the loan closing date back to September 28, 2023, now. They will need us to submit post-bid documentation to them by 8/15/23. DEFA is presently waiting on the Village to get at least 3 contractor quotes for the installation/construction of the project. Since the last update on 7/17/23, we report the following:

- We received an email on from David Smith on 7/27/23 with a revised agreement and asking for a form to be signed by the Village and one by the Engineer. I have forwarded this form on to the Mayor for approval. We signed and submitted the form required by the Engineer.
- We have contacted six (6) electrical contractors who are interested in submitting quotes for the installation work. The estimated cost of the installation items is below \$50,000 so the Village can just get quotes, and a formal bid isn't required if the amount is below \$50,000. However, EPA/DEFA is using federal money for the funding, so the Village needs to make sure the Contractor follows the federal requirements attached with the EPA money. I have prepared a bid packet to give to the contractors, which includes the federal requirements. Jake from Cummins also sent a revised estimate to the Village, and the cost of the Generator materials went up a few hundred dollars. I have asked the Contractors to submit their quotes by email to townhall@villageofpemberville.org by 4pm on August 14 so the Village has them in hand for the next BPA meeting and so the low quote can be forwarded to EPA on August 15 so the project loan can stay on schedule to close at the end of September.

6. **Pine St and Main St Waterline Replacement Design:** No change in status from July 17. If the Village wishes to proceed, please let us know.

7. **Downtown Waterline Improvements Design Grant Update:** The Village submitted this project to the Ohio Department of Development for Water/Wastewater Infrastructure grant funding in late summer/early fall 2021. It did not get funded with the first 4 rounds of ODD grant funding. On July 21, 2023, Governor Mike DeWine announced grant awards for Round 5 of the Ohio BUILDS Water and Wastewater Infrastructure Grant Program. Pemberville did not receive funding for the project.
8. **Ohio EPA WPCLF/DEFA nomination applications are expected to be due at the end of August.** The Water Pollution Control Loan Fund (WPCLF) program is primarily a loan program, and only a small amount of principal forgiveness is available to communities with low household incomes. It appears that the Village would qualify for the Small Systems Interest Rate. The main pump station generator project is being funded based on last year's nomination. Potential wastewater projects that could be nominated would include:
- WWTP Phosphorus Removal Improvements
 - Sewer and manhole lining to reduce Inflow and Infiltration.
- There is some money available for principal forgiveness, but the Village would probably not qualify for most projects. EPA has not yet formally announced the upcoming program details for PY2024 (beginning January 1, 2024). The nomination period typically runs through the end of August. Based on prior years, the WPCLF funding for wastewater projects should become available after January 1. If the Village is interested in nominating any Wastewater projects for funding, please let me know.

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

Thank you,

Steven J. Darmofal, P.E.

TD Engineering, LLC

Steve.Darmofal@TDEngineeringLLC.com

419-265-2400 (mobile)

www.TDEngineeringLLC.com

