

**VILLAGE OF PEMBERVILLE**  
**BOARD OF PUBLIC AFFAIRS**  
**October 16, 2023**

Present at the regular meeting of the Board of Public Affairs were Dean Krukemyer, Chuck Schulte, Bob Schacht, Clerk Melody Siebenaler, Mayor Bailey, Larry Titkemeier, Jeff Barres, Landry Sheets, Nathan Schultze, Patrick Meeks, Daniel Angel, and Eric Campbell. Dean Krukemyer called the meeting to order at 7:00 p.m. Bob Schacht motioned to approve October 2, 2023, 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** **Oct 16**

<b><u>Water 5101</u></b>		
MA SI	LAB TESTING	\$ 764.00
INTERIOR FINISH GROUP LLC	MAIN & NORTH WATER EPOXY FLOORING	\$ 4,656.83
BONDED CHEMICAL	SOUTH WATER PLANT CAUSTIC SODA	\$ 2,354.23
OHIO RURAL WATER ASSOC.	2023 MEMBERSHIP RENEWAL	\$ 181.25
UNION BANK CO.	COLLECTION OF UTILITY BILLS	\$ 10.00
AMERICAN LEGAL PUBLISHING	INTERNET RENEWAL PERIOD 11/19/23-11/19-24	\$ 82.50
WOOD COUNTY TREASURER	2023 ALLOCATION FOR CODERED	\$ 32.21
AMP, INC.	OSHA SAFETY MEETING	\$ 101.35
XEROX FINANCIAL SERVICES	COPIER LEASE & SUPPLY FREIGHT	\$ 35.47
<b>Total Water</b>		<b>\$ 8,217.84</b>
<b><u>Sewer 5201</u></b>		
OHIO RURAL WATER ASSOC.	2023 MEMBERSHIP RENEWAL	\$ 181.25
FRONTIER	TELEPHONE SERVICES	\$ 135.58
JONES & HENRY LABORATORIES	LAB TESTING	\$ 918.60
NEO CHEMICALS & OXIDES	3 TOTES NEO/FREIGHT	\$ 10,793.50
GREAT LAKES WATER & WASTE SYS	MERCURY FLOAT SWITCH/DIAPHRAGM ODV	\$ 540.88
NWWSD	CLEANING SEWER PUMP STATIONS	\$ 2,287.50
UNION BANK CO.	COLLECTION OF UTILITY BILLS	\$ 10.00
AMERICAN LEGAL PUBLISHING	INTERNET RENEWAL PERIOD 11/19/23-11/19/24	\$ 82.50
WOOD COUNTY TREASURER	2023 ALLOCATION FOR CODERED	\$ 32.20
AMP, INC.	OSHA SAFETY MEETING	\$ 101.35
XEROX FINANCIAL SERVICES	COPIER LEASE & SUPPLY FREIGHT	\$ 35.47
<b>Total Sewer</b>		<b>\$ 15,118.83</b>
<b><u>Electric 5301</u></b>		
AMP, INC.	ELECTRICITY/JV5 PRINCIPAL/INTEREST	\$ 91,704.57
AIRGAS GREAT LAKES	NITROGEN/INERT BLK & COUPLER	\$ 408.85
1000 BULBS.COM	OPERATING SUPPLIES & MATERIALS	\$ 289.53
UNION BANK CO.	COLLECTION OF UTILITY BILLS	\$ 10.00
AMERICAN LEGAL PUBLISHING	INTERNET RENEWAL PERIOD 11/19/23-11/19/24	\$ 82.50
WOOD COUNTY TREASURER	2023 ALLOCATION FOR CODERED	\$ 32.21
FROBOSE MARKET IGA	SEPTEMBER GASOLINE & SUPPLIES	\$ 13.77
AMP, INC.	OSHA SAFETY MEETING	\$ 101.35

XEROX FINANCIAL SERVICES	COPIER LEASE & SUPPLY FREIGHT	\$ 35.47
Total Electric		\$ 92,750.25

Total for all Utilities

**\$116,086.92**

### SEWER- Landry Sheets

**Great Lakes Water & Waste Systems, LLC- Pump Repair Estimate** was presented for 2hp Shinmaywa pump that was pulled earlier this year and is need of testing, bearings, seals, wear ring, seal bracket, orings, paint and final test & labor. The cost to repair is \$3459.00 and Landry stated costs for a new pump are approximately \$6000.00. This would be used in outlaying pump station (Bierley, Marshall, Bridge Sts.) Landry stated depends on where placing, as to if would place new or rebuild. The Board asked the Clerk to verify with Fiscal Officer whether this would fall under capital improvements or maintenance. Will revisit the request in 2024. **Grinder pump Estimate** was presented for 2hp submersible grinder with 20' cable length, QVD 125 ball check, 2hp non-clog submersible with 3" solids handle and discharge, all for WWTP along with 3" flange and 5 hardware/gasket kit for SBR pump. The total charges are \$7675.00 for all materials. Landry informed the Board that had an issue with burnt lamp fuses due to water intake. The only item required at this time from the quote is the QVD 125 ball check at the cost of \$224.00. Landry asked for the Purchase Order to be for \$500.00 to cover any other unforeseen needed items. Chuck motioned to approve up to \$500.00, Bob Schacht seconded motion; Board approved up to \$500.00.

**Huber**-Landry worked with Scott from Great Lakes; the unit has good pressure, no leakage but the basket is not rotating, and this is an issue. Landry shared information regarding a replacement for the Huber that was demonstrated at WWTP last week. Landry would like board members to see an equipment demonstration when the company is back in the area. There is no water involved with the equipment.

**Rt. 105 cut-** (D) on Steve's email. Concern with snowplows and stone throughout the winter. Underground Utilities recommended concrete dyed black to look like asphalt be installed, discussion ensued regarding recommendation. Village has no history of concrete patch only asphalt so is concerned with how will hold up with heavy traffic and being butted up to asphalt (whether cracking would occur). The board agreed to have something other than stone (possible cold patch) installed for the winter and asphalt next spring. The clerk will notify Steve of the Board's decision.

**Bierley/105 change order A or B-** (E) on Steve's email. Underground Utilities prepared 2 options for additional work to be completed during construction. Discussion regarding this additional work has been discussed in the past few meetings. (Removal of 60' existing FM from Bierley pump station to where ties into existing MH and replace with new sanitary MH with inside drop and 12" gravity sewer) Option A (\$32,561.14) and Option B (\$38,561.14) are the same except Option B includes MH coated with OBIC lining system from Advanced Rehabilitation Technologies. Chuck motioned to approve Option B; Bob seconded; Board approved Option B (with lining) at costs of \$38,561.14.

### ELECTRIC –Jeff Barres

**Substations- South Substation** has had Nitrogen issue since RMS completed work. Jeff replaced all internal tubing and regulators but still was not holding Nitrogen. RMS sent someone who discovered the wrong size gasket was placed so, replaced with correct size and Nitrogen is now holding.

**North Substation** issue marrying South Substation, there is a 3-step process and 3<sup>rd</sup> step did not complete as should. Toledo Edison will help with deenergizing this week. Vaughn Industries is on site and preparing to stage the project. Need both transmission and distribution dead so can start project. Jeff will speak with Hercules tomorrow and give a timeframe of when Toledo Edison can help with shutting down substation so they can prepare for possible power glitch.

### WATER-Nathan Schultze

**E. Front Waterline project- Hydrant placement.** Larry Titkemeier had raised a question as to the distance (845') between hydrants being placed near his home (ends of pipe bursting segment). Typical distance

between hydrants is 500'. Underground Utilities provided costs associated with installing additional hydrant midpoint; Bid price for hydrant was \$9000.00 but the placement at end of pipe bursting will require saddle and 6" hot tap reflected in price of \$11,907.08. Nathan stated that he spoke with the Fire Chief and did not feel that additional hydrant was necessary. Chuck suggested installing tap now and hydrant later date. Discussion ensued. Chuck made a motion to install additional hydrant at the cost of \$11,907.08; Bob Schacht seconded the motion. Motion carried. The clerk will inform Steve Darmofal of the Board's decision and get the proposal for signature.

#### **Miscellaneous-**

**Patrick Meeks**-Pat provided a **list of tools** – he asked at the last meeting about purchasing tools and new truck seat and the Board asked him to provide a list of tools. The board reviewed the list and Dean questioned not having safety glasses and gloves. Landry spoke up and said Village departments usually get safety glasses and gloves as a whole (cheaper that way), Patrick stated not aware, Board approved the request. **Truck seat repair**-Pat presented estimate from Hoffis Upholstery to get truck seat repaired and new covering installed. The estimate was for \$700.00. The board asked Patrick to check at local junk yards to see if could get cheaper before approving.

**Nomination**-Steve asked Clerk to verify if Board would like to nominate Phosphorus removal in 2023. Discussion ensued. Board recommended no nomination in 2023, wait until 2024. The clerk will notify Steve.

**Survey (North Substation)**-Eric presented 2 quotes to have North Electric Substation area surveyed. Eric had requested 3 proposals but only received 2. Feller Finch & Associates proposal is \$2,500.00 and Kleinfelder proposal is \$3800.00. Board approved Feller Finch & Associates proposal pending not receiving lower proposal within this week.

**Executive Session**-Board entered into session at 8:49 p.m. to discuss Personnel matter regarding complaints against a public employee. Exited at 9:48 p.m.

#### **Payment approvals-(18)**

**Miscellaneous adjustments-approved (1)** electric read correction/ **(1)** sewer forgiveness.

**Vacation Requests approved-** (1) Jeff/ (1) Nathan/ (4) Landry

**With no further business to discuss, the meeting was adjourned at 9:58 p.m. The next meeting will be held on Monday November 6, 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, October 16, 2023 11:17 AM  
**To:** townhall@villageofpemberville.org; Dean Krukemyer  
**Cc:** clerk@villageofpemberville.org; Mayor Bailey; Pemberville Water; Landry Sheets  
Pemberville WWTP  
**Subject:** BPA Update for tonight 10/16/23 and Change Order 1 Request  
**Attachments:** 2021016 - Pemberville E Front St WL FM - CO 1 - Option A - Base FL.pdf; 2021016 - Pemberville E Front St WL FM - CO 1 - Option B - w MH Lining FL.pdf

Hello Mel,

Here are project engineering updates as to pass along to the BPA members for their Board meeting tonight (10/16/23):

1. **E. Front St. WL & FM Replacement.** Underground Utilities began construction on 10/2/23.
  - a) They have installed the new force main from the WWTP to east side of the railroad. They are now working on installing the waterline beginning at the WWTP and will be heading south to E. Front St and then will jump ahead to the east side of the tracks to install the open cut waterline west of the pipe bursting section. The waterline pipe bursting section is scheduled to begin the week of November 6.
  - b) They are anticipating beginning the railroad bores on the week of October 23. They will need to close E. Front St at the tracks for the railroad bores. A separate crew will come in to do the railroad bores. They anticipate that work to take a week or week and a half.
  - c) They also plan to begin work at the E. Front St and Bierley Avenue Intersection shortly after the bores begin. The intersection will be closed, and detours will be set up when work takes place at the intersection. They anticipate the work at the intersection to last about two weeks. The dates for the road closures for the intersection and railroad will overlap and the Contractor anticipates that the total closure time will be about two to two and a half weeks.
  - d) The Contractor has requested that the Village approve a change in the surface patch materials across E. Front St at the WWTP to change materials from asphalt to concrete. This is the only location they are proposing the concrete patch for. The reason is to have this sealed up good prior to winter where maintaining that trench will be more difficult with high traffic speeds. **We don't typically see permanent patches with concrete going up to match asphalt road surfaces and would like to get Village input on this. Are there any other patches in the Village that are concrete up to the surface. How have they held up?**
  - e) We looked into the Village's request to replace approximately 60 feet of existing 6" Cast Iron Force Main in the intersection of Bierly / E. Front St. with 60 feet of 12-inch gravity sanitary sewer going to the south, along with adding a new sanitary manhole with an inside drop connection for the force main. It looks like this can work to have clearance from the existing utilities. According to the original plans, it appears that the Village already has a 25' permanent easement on the west side of Bierley Avenue south of E. Front Street which would cover where the work would take place outside the right-of-way. We have requested pricing from Underground Utilities and have obtained pricing from them to perform this work as a Change Order item. Attached are two options for Change Order 1.

OPTION A: Total Change Order 1 price is \$32,561.14

OPTION B: Total Change Order 1 price is \$38,561.14.

The only difference between Option A and Option B is that Option B includes a \$6,000.00 increase to add a multi-layer protective lining on the inside of the new sanitary manhole to protect it from corrosive sewer gases that can be released when sewage under pressure from the force main transitions to gravity flow. The existing sanitary manhole in the middle of E. Front St that currently receives discharge from the force main would be subject to the same sewer gases and potential corrosion. If that manhole is not suffering corrosion, then the protective lining on the new manhole probably isn't needed.

The prices above from Underground Utilities do not include any pricing to remove the tree which shall be removed by the Village of Pemberville. The prices also do not include pavement/sidewalk/tree lawn restoration as it is understood that the quantities for these activities will be paid under the original contracted Bid Items. The above numbers also do not include any engineering or inspection costs, or permit costs required from EPA.

Underground Utilities would want to perform this work when the Bierley Avenue/E. Front St. intersection is closed down, and it would be one of the first things they would want to do when the intersection is closed.

I have prepared separate Change Order 1's, one for each option, for the BPA to consider tonight.

**We request that the BPA act at tonight's meeting to decide whether to move forward with the change to replace the section of force main with gravity sewer and which option to use. If the BPA decides to go forward with one of the options, please vote on this and approve the appropriate change order and sign and date the Village's portion on the first and second page.**

As the project is getting funding from Ohio EPA – DEFA, they are requiring that the change order also be sent to their Columbus office for approval. The second page of each change order is the EPA's change order request form. As this change would involve a material change to the Village's collection system by adding a manhole and gravity sewer pipe, the EPA may require the Village to obtain a Permit to Install (PTI) through DEFA and their Columbus office. I spoke with Samih Aljamal at EPA-DEFA in Columbus. He said that when we submit the Change Order request to him, they will decide whether a PTI is needed. If a PTI is needed they can move quickly on issuing one. We may need to prepare additional plan sheets and forms to obtain the PTI, and those costs are not included in the amounts quoted above from Underground Utilities.

- f)** A resident brought up a question about hydrants at the east end as the last hydrant is getting moved farther east to the WWTP Driveway. I spoke with Nathan about possibly adding another hydrant to keep spacing less than 500 feet. The drawings currently show approximately 845 feet between hydrants on either end of the pipe bursting segment. If we placed a new hydrant midpoint between the other two proposed hydrants, it would go on the west side of the driveway shared by 567 and 571 E. Front St. A new hydrant would be best placed somewhere in front of either 567 or 571 E Front. Underground Utilities worked up the cost for adding a new hydrant in the middle of the pipe bursting segment, and it will be \$11,907.08. The cost of other new hydrants on the project is \$9,000 each, but this installation would require extra to add a tapping sleeve on the new watermain at the connection point for the hydrant, which would be more costly. During design approvals an additional hydrant was not required at this location by EPA or the fire department. Nathan will get input from the fire chief on this. **If the Village would like another hydrant added, please let me know and we can prepare a change order for this.**

- 2. East Front Street Storm Sewer.** The bid opening for this project was August 30. The Village Solicitor has reviewed the contracts and has requested revised sheets and additional information. In addition, he has requested that the Village pass an ordinance to award the contract to Fenson Contracting, LLC, the low bidder on the project, before the contracts are executed. Fenson Contracting intends to start construction of this project in mid- to late-November. We will schedule a preconstruction meeting after the contracts are executed.

3. **Water Tower Project.** The bid opening for this project was August 30. The Village Solicitor has reviewed the contracts and has requested revised sheets and additional information. In addition, he has requested that the Village pass an ordinance to award the contract to Maguire Iron, Inc., the low bidder on the project, before the contracts are executed. Maguire Iron intends to start construction of this project in the spring. We will schedule a preconstruction meeting after the contracts are executed.
4. **Main Pump Station Back-up Generator Project:** The Village has hired Transtar Electric as the contractor on this project. The EPA funding award date was scheduled to be 9/28/23. The Village has issued a purchase order to buy the generator equipment. We received an email from Benjamin Werkman at Cummins on 9/27/23 saying that the current ship date for the Automatic Transfer Switch is 12/11/2023 and the ship date for the generator is 6/28/2024. The Contractor has been in contact with the Sewer Department and Columbia gas about gas service to the site.

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

Thank you,

Steven J. Darmofal, P.E.

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