

**VILLAGE OF PEMBERVILLE**  
**BOARD OF PUBLIC AFFAIRS**  
**November 20, 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, Kim Long and Eric Campbell. Dean Krukemyer called the meeting to order at 7:00 p.m. Bob Schacht motioned to approve November 6, 2023, meeting minutes, Dean Krukemyer seconded the motions. Minutes approved. The following bills were approved for payment.

**Board Of Public Affairs**  
**Bills being submitted for payment** **Nov 20**

<b><u>Water 5101</u></b>		
MASI	LAB TESTING	\$ 341.50
BONDED CHEMICALS INC.	CAUSTIC SODA & SODIUM HYPOCHLOR	\$ 1,834.93
BERGREN ASSOCIATES	9/8 HRS/MILEAGE/PORTAL TO PORTAL	\$ 219.75
GOVERNMENT FORMS & SUPPLIES	BILLING PAPER/ FREIGHT	\$ 389.50
XEROX FINANCIAL SERVICES	COPIER LEASE & SUPPLY FREIGHT	\$ 35.47
TRASURER, STATE OF OHIO	2021-2022 AUDIT COST	\$ 86.10
AMPLEX	PHONE, FAX & FIBER OPTIC SERVICES	\$ 37.46
<b>Total Water</b>		<b>\$ 2,944.71</b>
<b><u>Sewer 5201</u></b>		
BERGREN ASSOCIATES	REPAIRS TO TRANSFER SWITCH	\$ 10,611.00
MORIORITY MACHINERY & SUPPLY	TSURUMI SUMP PUMP / 2" DISON/BOSS LOCK	\$ 367.03
FRONTIER	TELEPHONE SERVICES	\$ 135.58
JONES & HENRY LABORATORIES	LAB TESTING	\$ 877.40
ADKINS SANITATION	HYDRO EXCAVATION	\$ 700.00
AG-PRO COMPANIES	SWITCH MOWER DECKS & ALTERNATOR KIT	\$ 822.71
GOVERNMENT FORMS & SUPPLIES	BILLING PAPER / FREIGHT	\$ 389.49
XEROX FINANCIAL SERVICES	COPIER LEASE & SUPPLY FREIGHT	\$ 35.47
TREASURER, STATE OF OHIO	2021-2022 AUDIT COST	\$ 143.50
AMPLEX	PHONE, FAX & FIBER OPTIC SERVICES	\$ 37.46
<b>Total Sewer</b>		<b>\$ 14,119.64</b>
<b><u>Electric 5301</u></b>		
AMP, INC	ELECTRICITY / JV5 PRINCIPAL/INTEREST	\$ 91,026.08
AIRGAS GREAT LAKES	RENT CYLINDER LARGE NITROGEN	\$ 120.33
GOVERNMENT FORMS & SUPPLIES	BILLING PAPER / FREIGHT	\$ 389.50
XEROX FINANCIAL SERVICES	COPIER LEASE & SUPPLY FREIGHT	\$ 35.47
AMPLEX	PHONE, FAX & FIBER OPTIC SERVICES	\$ 37.46
<b>Total Electric</b>		<b>\$ 91,608.84</b>

**Total for all Utilities**

**\$108,673.19**

**SEWER- Landry Sheets**

**Updates-**Landry provided update on the E. Front St. project. The contractor is ahead of schedule and no real issues have been discovered. Will be starting to clean catch basins the 2<sup>nd</sup> week of December. Replaced sludge buggy hose-was leaking. Bierley station has plugs for the portable generator.

**ELECTRIC –Jeff Barres**

Not in attendance

**WATER-Nathan Schultze**

Not in attendance

**Miscellaneous-DOD grant**-Mayor Bailey informed the Board that she will be working with Steve Darmofal on DOD grant. The grant is for projects that have been bid out but not started. Possible additional funding for the water tower.

**North Substation**-Clerk provided change order from Vaughn Industries. Due to issues correlating work with Toledo Edison the project completion date has been pushed back from the end of December 2023 until mid-March 2024. The change order does not reflect any change in costs. The clerk informed the Board that the solicitor has reviewed the information and does not see any issue with the delay. Board discussed and Chuck Schulte motioned to approve the change order, Bob Schacht seconded the motion, motion carried.

**Change order #2 (E. Front St.)**- Board approved at last meeting the placement of an additional hydrant; just needed to sign change order. Chuck questioned whether would need EPA approval. The clerk will verify with Steve Darmofal. Dean signed the change order.

**Surveys**-Clerk informed the Board that Feller Finch will be performing the surveys (approved last meeting) next week.

**Pre-con meeting highlights**-Clerk provided dates for **E. Front St. Storm** project – mobilize 12-3-2023/substantial completion 12-31-23/ restoration wk. of 4-30-2024/final restoration 5-3-2024.

**Water Storage Tank** project -Ball diamond demo 12-4-2023 / foundation work 3-31-2024 /steel erection end of Fall 2024/ painting completed summer 2025.

**Steve email**-updates

**Payment approvals**-(13)

**Miscellaneous adjustments**-approved (2) **billing corrections**

**Vacation Requests approved**- (2) Jeff.

**With no further business to discuss, the meeting was adjourned at 8:18p.m. The next meeting will be held on Monday December 4, 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, November 20, 2023 6:38 PM  
**To:** townhall@villageofpemberville.org  
**Subject:** Pemberville BPA Update

Hello Mel,

Here are project engineering updates as to pass along to the BPA members for their Board meeting tonight <sup>11/20/23</sup>~~(10/16/23)~~:

1. **E. Front St. WL & FM Replacement.** Underground Utilities began construction on 10/2/23.
  - a)** They have installed all of the force main except for the connecting it at the library. The new force main passed pressure testing last week. The contractor plans to put this in service sometime next week.
  - b)** The railroad bores are completed.
  - c)** Waterline still needs to be completed at the intersection of Bierley and E. Front St. This will be completed after the new forcemain is placed in service.
  - d)** The new gravity sewer to receive flow from the Bierley Ave pump station has been completed.
  - e)** They plan to begin work to prepare for the pipe bursting segment of waterline next week, and the bursting work will take place the week of December 4.
  - f)** We have sent the Village the contractor's pay request 2 for approval.
  - g)** We have sent the Village Change Order 2 for the new hydrant on the pipe bursting segment for formal approval.
  - h)** The contractor plans to winterize all the pavement at the intersection with cold patch or a thin section of temporary concrete that will be replaced with a full asphalt section in the spring.
  - i)** The contractor anticipates getting the force main and waterline in service and the service taps reconnected by the end of the year.
2. **East Front Street Storm Sewer.** We held the preconstruction meeting for the project earlier today, November 20. The contractor plans to begin construction the second week of December and plans to have construction substantially completed by the end of December.
3. **Water Tower Project.** We held the preconstruction meeting for the project earlier today, November 20. The contractor plans to begin demolition work at the ballfields in early December and plans to have the foundation poured and completed by the end of March. They currently plan to have the steel structure erected by end of fall 2024 and to have painting completed in spring/summer of 2025. They said there may be a delay to substantial/final completion in order to allow painting be properly done during warm weather in late spring and early summer of 2025.

4. **New Ohio Department of Development Grant:** The Ohio Department of Development will begin taking applications on November 28 for a new round of infrastructure funding for water and wastewater projects. The grant is for construction only and can be up to \$5,000,000. The project must be under contract for construction by the end of 2024. The best option for the Village to submit would probably be for the Water Tower project since it would meet the program's criteria, and we would want to request a grant to cover the what the Village would need to borrow from OWDA and pay out of local funds for their local share. Another potential project would be to submit the for construction of new waterlines in the downtown area, but that would require the project to be designed, permitted, put out to bid, and awarded by the end of 2024. The new grant doesn't cover design costs, and getting this project done would require the Village to pay for design out of pocket, and the timeframe would be very tight to try to get it completed. To us, it looks like applying for the water tower project would be the best bet.

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](mailto:Steve.Darmofal@TDEngineeringLLC.com)

419-265-2400 (mobile)

[www.TDEngineeringLLC.com](http://www.TDEngineeringLLC.com)