

**VILLAGE OF PEMBERVILLE  
BOARD OF PUBLIC AFFAIRS**

**December 18, 2023**

Present at the regular meeting of the Board of Public Affairs were Dean Krukemyer, Chuck Schulte, Clerk Melody Siebenaler, Mayor Bailey, Larry Titkemeier, Kim Long, Landry Sheets and Eric Campbell. Dean Krukemyer called the meeting to order at 7:00 p.m. Chuck Schulte motioned to approve December 4, 2023, minutes, Dean Krukemyer seconded motion to approve minutes. Minutes approved.

The following bills were approved for payment.

**Board Of Public Affairs  
Bills being submitted for payment                      Dec 18**

<b><u>Water 5101</u></b>		
MASI	LAB TESTING	\$ 315.55
MID-AMERICAN SALT	BULK WATER CONDITIONING SALT	\$ 3,398.10
BERGREN ASSOCIATES INC.	SWAN REAGENT SET OXYCON ONLINE	\$ 553.60
GOVERNMENT ACCOUNTING SOLUTIONS	QTRLY ACCOUNTING SOLUTIONS	\$ 302.00
XEROX FINANCIAL SERVICES	COPIER LEASE & SUPPLY FREIGHT	\$ 35.47
PITNEY BOWES INC.	DEC 2023-MARCH 2024 POSTAGE MACHINE	\$ 17.24
AMP, INC.	OSHA SAFETY MEETING	\$ 101.35
COUNTYLINE CO-OP	MISC SUPPLIES & MATERIALS	\$ 142.68
AMPLEX	PHONE, FAX & FIBER OPTIC SERVICES	\$ 37.46
<b>Total Water</b>		<b>\$ 4,723.31</b>
<b><u>Sewer 5201</u></b>		
FRONTIER	TELEPHONE SERVICES	\$ 135.58
GREAT LAKES WATER & WASTE	ODV 125 BALL CHECK x2	\$ 224.00
GOVERNMENT ACCOUNTING SOLUTIONS	QTRLY ACCOUNTING SOLUTIONS	\$ 302.00
XEROX FINANCIAL SERVICES	COPIER LEASE & SUPPLY FREIGHT	\$ 35.48
PITNEY BOWES INC.	DEC2023-MARCH 2024 POSTAGE MACHINE	\$ 17.24
AMP, INC.	OSHA SAFETY MEETING	\$ 101.35
COUNTYLINE CO-OP	MISC SUPPLIES & MATERIALS	\$ 316.63
AMPLEX	PHONE, FAX & FIBER OPTIC SERVICES	\$ 37.46
<b>Total Sewer</b>		<b>\$ 1,169.74</b>
<b><u>Electric 5301</u></b>		
AMP, INC.	ELECTRICITY/JV5 PRINCIPAL/INTEREST	\$ 85,505.59
AIRGAS GREAT LAKES	RENT CYLINDER LARGE NITROGEN	\$ 106.28
FROBOSE MARKET IGA	MISC SUPPLIES & MATERIALS	\$ 16.17
GOVERNMENT ACCOUNTING SOLUTIONS	QTRLY ACCOUNTING SOLUTIONS	\$ 301.00
XEROX FINANCIAL SERVICES	COPIER LEASE & SUPPLY FREIGHT	\$ 35.48
PITNEY BOWES INC.	DEC 2023- MARCH 2024 POSTAGE MACHINE	\$ 17.25
AMP, INC.	OSHA SAFETY MEETING	\$ 101.35
COUNTYLINE CO-OP	MISC SUPPLIES & MATERIALS	\$ 163.34
AMPLEX	PHONE, FAX & FIBER OPTIC SERVICES	\$ 37.46
<b>Total Electric</b>		<b>\$ 86,283.92</b>
<b><u>Water Preventive 5701</u></b>		
WOOD COUNTY RECORDER	ELEVATED WATER STORAGE TANK IMPROV	\$ 34.00
<b>Total Water Preventive</b>		<b>\$ 34.00</b>

<b><u>Storm Sewer 5202</u></b>		
WOOD COUNTY RECORDER	E. FRONT STORM SEWER IMPROVEMENT	\$ 34.00
<b>Total Storm Sewer 5202</b>		<b>\$ 34.00</b>
<b>Total for all Utilities</b>		<b>\$ 92,244.97</b>

### **SEWER- Landry Sheets**

**Jim Smith bean loss**-Board reviewed information provided regarding soybean loss during E. Front St. Waterline/Force Main project. Landry had measured the area effected as 17' x 660' which equals 0.2576 acres and took photos of the area. Mr. Smith's daughter provided information as to income/bushels harvested, with calculation of \$233.02 for the amount of beans lost. Landry mentioned he thought \$250.00 was appropriate to pay, Chuck motioned to approve payment of \$250.00, Dean seconded motion. Payment in the amount of \$250.00 to be paid. The clerk will verify with Mr. Smith's daughter Mary Kay as to whom the check should be written to. The board asked for a nice thank you to be sent.

**Transtar Electric**-Board reviewed Columbia Gas email provided by Transtar Electric to Landry. Columbia Gas has changed the direction from which it would provide gas to the generator. When Columbia Gas walked the area with Landry and Jerry from Transtar Electric they stated they would come off College Ave. but now have determined cannot get to where generator will be placed by coming off College Ave. so will have to run line off E. Front St. The cost with Columbia Gas will increase to \$16,332.00 but Transtar costs should decrease since will not have to run their line so far according to a conversation Landry had with Jerry. Landry will verify with Transtar what the actual cost will be.

**Storm Catch Basins/Lift Stations**-Adkins and Northwestern Water & Sewer have been cleaning storm catch basins. There are a few more basins to do.

**E. Front St. Storm Sewer**-Fenson Contracting has delivered materials and Landry mentioned there are trees that will need removed for the project. Costs associated with tree removal are in the contract. Kim Long asked what type of outlet will be placed, Landry responded concrete type.

**Miscellaneous topics**- Dean asked about the Huber and whether can be used; Landry stated it is not able to be used. Chuck asked about impellers and Landry stated larger impellers are working well. Landry thanked Chuck for his many years of service to the Village and Board.

### **ELECTRIC –Jeff Barres**

Not in attendance

### **WATER-Nathan Schultze**

Not in attendance

### **Miscellaneous-**

**Countyline Co-op water**-Mayor informed the Board that she spoke with Fire Chief Martin last week regarding the water line to Countyline Co-Op. Mr. Martin would like to see a larger line (4") run from the Sewer Treatment plant across Mr. Smith's property to Countyline and install a fire hydrant. The board discussed the issue with larger line will cause stagnant water and would require additional flushing. Larger line, easement and hydrant are all costs Village funds cannot sustain. The clerk informed the Board that still waiting on surveys for both this and North electrical substation.

**Special meeting**-Mayor would like the Board to hold another special meeting to discuss topics not on regular agenda such as solar, e-v charging station and other topics. The board will schedule after the first of the year.

**Joint meeting**-Mayor would like to hold joint meeting January 16, 2024, so Board can provide information to Council regarding upcoming projects/completed projects. Dean mentioned he may not be available that week, going out of town. Mayor stated Bob Schacht could provide the update.

**DOD grant**-Mayor applied for \$421,025.00 grant (for construction cost plus \$38,000.00 engineering) if approved would free up water tower fund.

**Chuck Schulte**-Mayor and Dean both thanked Chuck Schulte for his years of service and dedication to the Board and Village. Chuck turned in the keys he held to the Village buildings.

**Solar**-Eric Campbell shared with the Board an email he received regarding installation of solar within the Village. The request came from Titan Solar Power requesting requirements for installation of solar. The board will visit this topic at a special meeting to be held in 2024.

**Payment approvals-(15)**

**Miscellaneous adjustments-approved (1) bill correction/ (1) GovPay late fee forgiveness**

**Vacation Requests approved- (5) Jeff/ (1) Landry/ (1) Nathan**

**With no further business to discuss, the meeting was adjourned at 8:13 p.m. The next meeting will be held on Tuesday January 2, 2024, 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, December 18, 2023 6:25 PM  
**To:** townhall@villageofpemberville.org; Dean Krukemyer  
**Cc:** Mayor Bailey; Pemberville Water; Landry Sheets Pemberville WWTP; clerk@villageofpemberville.org  
**Subject:** Pemberville BPA Update for 12/18/2023 Meeting

Here is the final project engineering update of 2023 to pass along to the BPA members for their Board meeting tonight (12/18/23):

1. **E. Front St. WL & FM Replacement Project.** Underground Utilities completed the last of the waterline work on Thursday, December 14. They are now at substantial completion.
  - a) All the new force main is completed, tested, and placed in operation.
  - b) All the waterline has been installed, tested, and placed in operation.
  - c) All the water services have been disconnected from the old waterline and reconnected to the new waterline.
  - d) Landry has changed out the impellers for the large 50-horsepower pumps at the main pump station to better work with the system now that the new, larger diameter force main is online.
  - e) Underground Utilities was onsite today to winterize the site and complete cold patch work. They should be done until spring when they will return and complete restoration work.
  - f) If any issues come up over the winter, please let us know so we can make sure the contractor corrects anything.
  - g) We will be sending the contractor's pay request 3 for work through 11/30/23 for approval in the next week.
2. **East Front Street Storm Sewer Project.** The contractor, Fenson Contracting, has been delayed finishing their other project in Minster, OH. They now plan to start underground work in Pemberville the first week of January 2024.. (Note that Fenson will also be doing site work on the Water Tower project as a subcontractor for Maguire Iron).
3. **Water Tower Project.** We held the preconstruction meeting for the project on, November 20. The contractor has submitted numerous sets of shop drawings for review. The contractor plans to begin site work in January 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 to be properly done during warm weather in late spring and early summer of 2025. They submitted their first pay request, which we are submitting for Village approval.
4. **New Ohio Department of Development Grant:** Mayor Bailey submitted the application for the Water Tower project for additional construction grant funding through the Ohio Department of Development's Water and Wastewater Infrastructure Grant Program.

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

I would also like to wish everyone a wonderful Christmas, happy holidays, and prosperous new year.

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)