

**VILLAGE OF PEMBERVILLE
BOARD OF PUBLIC AFFAIRS**

February 5, 2024

Present at the regular meeting of the Board of Public Affairs were President Dean Krukemyer, Bob Schacht, Kim Long, Clerk Melody Siebenaler, Nathan Schultze, Landry Sheets, Jeff Barres, Steve Darmofal, Larry Titkemeier, Mayor Bailey, Duane Martin, Tyler Strow. Kim Long motioned to approve January 16, 2024, regular meeting minutes, Bob Schacht seconded motion. Minutes approved.

The following bills were approved for payment.

**Board Of Public Affairs
Bills being submitted for payment Feb 5**

<u>Water 5101</u>		
MASI	LAB TESTING	\$ 540.00
JIM PALMER	TIME & MATERIAL TO REPAIR 3' SECTION	\$ 4,620.00
KALIDA TRUCK EQUIPMENT INC.	PLOW REPAIR ON WATER TRUCK	\$ 472.08
CORE & MAIN	VALVE/OMNI CHAMBER/HYDRANT REPLACEMENT	\$ 2,844.46
HARRISON FARMS	#57 LIMESTONE	\$ 934.25
PERRYSBURG PIPE & SUPPLY	SUPPLIES & MATERIALS	\$ 973.77
TD ENGINEERING LLC	CONSTRUCTION ENGINEERING	\$ 2,261.03
UNION BANK CO.	COLLECTION OF UTILITY BILLS	\$ 10.00
UNIFIRST CORPORATION	UNIFORMS, MATS & TOWELS	\$ 46.03
CARDMEMBER SERVICES	PITNEY BOWES POSTAGE/SUPPLIES/MATERIALS	\$ 264.82
COMDOC, INC.	COPIER USAGE	\$ 45.94
PITNEY BOWES	MAILSTATION RENTAL & SUPPLIES	\$ 15.97
AMERICAN LEGAL PUBLISHING	SUPPLEMENTAL PAGES	\$ 246.67
Total Water		\$ 12,645.59
<u>Sewer 5201</u>		
TOM OBERHOUSE	REIMBURSEMENT LOTS 16 & 26	\$ 10,000.00
TD ENGINEERING LLC	CONSTRUCTION ENGINEERING	\$ 1,659.66
GREAT LAKES WATER & WASTE SYSTEMS	MAIN PS CONNECTORS/HYDROMATIC PUMPS	\$ 21,485.00
JONES & HENRY LABORATORIES	LAB TESTING	\$ 742.40
HOME DEPOT CREDIT SERVICES	TOOLS & SUPPLIES/WATER HEATER	\$ 965.88
UNION BANK CO.	COLLECTION OF UTILITY BILLS	\$ 10.00
UNIFIRST CORPORATION	UNIFORMS, MATS & TOWELS	\$ 46.08
CARDMEMBER SERVICES	PITNEY BOWES POSTAGE/SUPPLIES/MATERIALS	\$ 300.80
COMDOC INC.	COPIER USAGE	\$ 45.94
PITNEY BOWES INC.	MAILSTATION RENTAL & SUPPLIES	\$ 15.98
AMERICAN LEGAL PUBLISHING	SUPPLEMENTAL PAGES	\$ 246.67
Total Sewer		\$ 35,518.41
<u>Electric 5301</u>		
HOME DEPOT CREDIT SERVICES	LED SEARCH LIGHT	\$ 99.00
AIRGAS GREAT LAKES	NITROGEN CYLINDER RENTAL	\$ 69.31
JEFF BARRES	SAFETY GLASSES (PRESCRIPTION)	\$ 60.00
KEY CABLE AND SUPPLY	MISC SUPPLIES & MATERIALS	\$ 240.00
JOHN COURTNEY	MONTHLY RETAINER SERVICE FEE	\$ 100.00
FROBOSE MARKET IGA	GASOLINE & SUPPLIES	\$ 4.59
UNION BANK CO.	COLLECTION OF UTILITY BILLS	\$ 10.00

UNIFIRST CORPORATION	UNIFORMS, MATS & TOWELS	\$ 98.03
CARDMEMBER SERVICES	PITNEY BOWES POSTAGE/SUPPLIES/MATERIALS	\$ 264.82
COMDOC INC.	COPIER USAGE	\$ 45.94
PITNEY BOWES INC	MAILSTATION RENTAL & SUPPLIES	\$ 15.98
AMERICAN LEGAL PUBLISHING	SUPPLEMENTAL PAGES	\$ 246.67
Total Electric		\$ 1,254.94
<u>Water Preventive 5701</u>		
TD ENGINEERING LLC	CONSTRUCTION ENGINEERING/RES. REPRESENT	\$ 1,805.18
Total Water Preventive 5701		\$ 1,805.18
<u>Storm Sewer 5202</u>		
TD ENGINEERING LLC	CONSTRUCTION ENGINEERING/RES. REPRESENT	\$ 4,874.61
Total Storm Sewer 5202		\$ 4,874.61

Total for all Utilities **\$ 56,098.73**

SEWER- Landry Sheets

Left prior to giving report.

ELECTRIC –Jeff Barres

North Substation-Jeff stated the substation is on pace to be completed by mid-March. Major equipment has been delivered; other components are on schedule to be installed. Amp is working with Toledo Edison on equipment required for billing purposes.

WATER-Nathan Schultze

Water Break-Nathan stated the invoice for the water break on E. Front St. in which Jim Palmer assisted with, contained 2 hours of waiting for Columbia Gas to respond to the OUPS request and 2 ½ hours of actual work performed. Kim Long mentioned Village needs to have adequate equipment available for the employees to use such as lighting, weather canopy and trailer to keep all supplies in for a water line break. Was mentioned that Landry had requested such equipment in the past.

Countyline Co-op Waterline-Nathan provided an updated proposal for 3" waterline supplying water from Rt. 105 (along Railroad) to Countyline building. Original proposal (different location) was approved September 18th, 2023, was for 1560 LF of 3" PVC SDR-21 pipe (open cut) for \$27,144.00. The new proposal is for 1750 LF 3" PVC SDR-21 (open cut) is \$51,540.00. The board asked Nathan to obtain an additional quote showing difference between 2" and 3" since Countyline Co-op agreed to pay to upsize the line. Nathan ordered and just received the 3" meter for Countyline Co-op.

EPA Grant- Nathan submitted grant application January 24, 2023, for leak detection equipment. EPA just announced the application has been approved and will be sending the award letter by March 18, 2024. The equipment cannot be purchased until a fully executed agreement is received by EPA.

Dog Park-Nathan informed the Board that someone contacted the EPA regarding installing a dog park at the North Water Treatment facility area. The EPA will be visiting the area on February 13th and asked for Nathan to be present. Nathan stated, "the space needs to stay a green space."

Mayor Bailey-

Columbia Gas - Columbia Gas Ordinance regarding gas line supply for the Main Pump Station generator will be on the table tomorrow night at the Council meeting (1st reading) to allow Mayor to sign the contract. The contract is scheduled to expire on February 8th, but Mayor has asked for an extension.

Eastwood Sewer Line-Mayor Bailey informed the Board that she, Landry, and the Clerk are meeting tomorrow with Northwestern Water & Sewer to discuss sewage usage from Eastwood Schools. The contract between Pemberville and NW Water & Sewer allows for a meeting every couple of years and neither side has requested a meeting until now. The monthly usage has fluctuated greatly over the past 5 years. The sewer line was independently tested by Control Associates in October 2022 and results showed the flow meter display reading was unstable and erratic. Large amounts of air were being discharged in

separate manholes. Was determined that entrapped air needs to be removed to allow the flow meter to operate correctly.

Miscellaneous-

E. Front St. Projects- Steve Darmofal informed the Board that the E. Front St. ForceMain/Waterline is substantially complete, restoration work to be completed in spring 2024. Steve will request as built prints from the contractor. The E. Front Storm Sewer project is nearing completion; plan is to have concrete poured over the stone at river's edge and stack concrete sections that were removed to help with erosion.

Water Tower-There was discussion regarding Maguire Iron request for payment of stored materials. The request is different than normal since the stored materials are being stored at the contractor's facility in South Dakota. The board reviewed the request and supporting documentation, Kim Long motioned to approve, Bob Schacht seconded motion. Motion passed approving payment of stored materials. Bowser Morner will be performing soil testing soon so foundation can be poured. The board reviewed color samples for the tower and approved Basin Blue for the tower color with Black lettering (no shadowing).

Nominations- (see attached) Steve Darmofal presented information regarding drinking water project nominations for Ohio EPA's WSRLA program. Last year the nominations were 1. Downtown Business Alley Waterline Replacement 2. Downtown Waterline Replacement 3. New Water Tower Improvements 4. Pine St. and Main St. Waterline Replacement. The Water Tower project has now begun and has obtained OPWC and ARPA funding. Steve stated would take a couple of hours to prepare for nominations. Steve stated #1 is engineered and has EPA approval (3yrs ago); #2 needs engineering (approx. \$40,000 in engineering costs-2/6/23 proposal; Steve will resend proposal); according to Steve OWDA has a 5yr. planning loan available. The clerk mentioned that the Fiscal Officer would like the Board to look at assessing property taxes for waterline replacements. Steve mentioned that takes Solicitor involvement and public meetings and that will have to look further into it regarding assessing village wide, not just properties with frontage along the waterline being replaced.

Thank you /Countyline Co-op Waterline-Duane Martin was present to thank the Board for the improvements to the water system in Pemberville. He stated the fire department is thankful the Village is looking toward the future and the needs of the Village. Duane mentioned the fire department would like to see 6" line run to Countyline Co-op instead of proposed 3". This would allow for expansion and hydrant on other side of railroad. Installing 6" would require engineering and EPA approval since would be considered a main line unlike 3" would be considered private service line. Mayor Bailey mentioned that she had spoken with MaryKay (Jim Smith's daughter) about running the waterline from wastewater treatment plant across Smith property to Countyline. Mary Kay said she would consider the idea of allowing the village to run line across property in exchange for water tap in the future.

Nathan Overtime- Board discussed the overtime that was denied to Nathan couple weeks back. Nathan requested an explanation as to reason for denial. Kim Long motioned to approve overtime payment, Bob Schacht seconded. Motion carried.

Payment approvals-(22)

Miscellaneous adjustments-(6) GovPay late fee removed.

Vacation Requests approved- (3) Jeff/ (2) Landry

With no further business to discuss, the meeting was adjourned at 9:12 p.m. The next meeting will be held on Tuesday February 20, 2024, at 7:00 p.m.

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

President

Clerk
