

**VILLAGE OF PEMBERVILLE
BOARD OF PUBLIC AFFAIRS**

April 1, 2024

Present at the regular meeting of the Board of Public Affairs were President Dean Krukemyer, Bob Schacht, Clerk Melody Siebenaler, Larry Titkemeier, Mayor Bailey, Landry Sheets, and Eric Campbell. Bob Schacht motioned to approve March 18, 2024, meeting minutes, Dean Krukemyer seconded motion. Minutes approved.

The following bills were approved for payment.

**Board Of Public Affairs
Bills being submitted for payment Apr 1**

<u>Water 5101</u>		
MASI	LAB TESTING	\$ 374.90
CITY OF TOLEDO	TESTING & ANALYSIS	\$ 50.00
COMDOC INC.	COPIER MAINTENANCE & SUPPLY	\$ 63.82
CARDMEMBER SERVICES	MISC SUPPLIES & MATERIALS	\$ 383.25
UNIFIRST CORPORATION	RENTALS-UNIFORMS, TOWELS & MATS	\$ 44.53
VERIZON WIRELESS	BROADBAND & CELLULAR SERVICES	\$ 81.01
Total Water		\$ 997.51
<u>Sewer 5201</u>		
JONES & HENRY LABORATORIES	LAB TESTING	\$ 985.60
COMDOC INC.	COPIER MAINTENANCE & SUPPLY	\$ 63.82
CARDMEMBER SERVICES	MISC SUPPLIES & MATERIALS	\$ 377.53
UNIFIRST CORPORATION	RENTALS-UNIFORMS, TOWELS & MATS	\$ 44.57
VERIZON WIRELESS	BROADBAND & CELLULAR SERVICES	\$ 40.90
Total Sewer		\$ 1,512.42
<u>Electric 5301</u>		
POWER LINE SUPPLY	TESTING OF GLOVES	\$ 67.95
HOME DEPOT CREDIT SERVICES	MISC SUPPLIES & MATERIALS	\$ 280.94
COMDOC INC.	COPIER MAINTENANCE & SUPPLY	\$ 63.81
CARDMEMBER SERVICES	MISC SUPPLIES & MATERIALS	\$ 394.72
UNIFIRST CORPORATION	RENTALS-UNIFORMS, TOWELS & MATS	\$ 86.48
Total Electric		\$ 893.90
<u>Water Tower 5703</u>		
BOWSER-MORNER, INC.	WATER TOWER TESTING	\$ 1,579.20
Total Water Tower 5703		\$ 1,579.20
Total for all Utilities		\$ 4,983.03

SEWER- Landry Sheets

Sludge removal-Sludge removal was discussed as to costs and location to dispose of; Board discussed costs associated with spreading on field or paying to have it hauled away. Tractor costs plus acreage charges along with Landry wages versus cost to hire hauling and processing. Landry mentioned that Mary Kay Smith has approached him regarding increasing the amount charged to spread sludge on property from \$250/acre to \$400/acre; Landry thinks \$380 would be good. Bob Schacht motioned to approve \$380/acre for sludge

spreading on Jim Smith property, Dean Krukemyer seconded the motion, motion carried. Landry will present \$380.00/acre to Mary Kay Smith and see what she says, if agreed upon then will submit to EPA for approval. Discussion ensued as to different processes available to treat the sludge and Bob Schacht asked Landry to get information as to the different processes and costs associated to make class A sludge.

JDI proposal-Landry presented proposal for general controls support for 2024 at cost of \$7450.00. The proposal includes 40 hours on-site controls support and all normally anticipated expenses. The board asked Landry how many units were at each plant, Landry responded one in blower building, one in Lab (sewer department) one in North and one in South water plants (water department). JDI will come out in an emergency situation. The board discussed and asked Landry to verify if could split the costs between water and sewer. The board will revisit the proposal at the next meeting.

Time Pilot/pay request- Landry mentioned punching in / out on phone is easy and shows how work hours are accumulated. Asked about checking pool/splash pad and how hours will be calculated since will take more time than the allotted 3 hours. Landry mentioned that his daughter has a state meet in Columbus on Friday and that he is planning to work extra hours prior to Friday and use the extra hours to offset him leaving early Friday.

Requests-Landry has requested a printer to be installed at WWTP. Clerk stated Fiscal Officer was looking to purchase and wanted to know if needed color or black/white. Landry would like Village to have an IT person on retainer. Landry would also like to have an open discussion of all topics and not have the Board discuss after the employee has left the meeting.

ELECTRIC –Jeff Barres

Not in attendance

WATER-Nathan Schultze

Not in attendance

MISCELLANEOUS-

Countyline Co-op water line-Mayor Bailey informed the Board that she had received information that Countyline was not going to allow the mural to be painted on the elevator due to issue with Village not providing water line to one of their buildings. Mayor Bailey spoke with Kyle at Countyline Co-op regarding this matter, and she was told Village should have been prepared to provide water and Countyline is looking to file lawsuit and/or cancel mural painting. Mayor Bailey stated the mural painting has nothing to do with the Village and is funded by private citizens, so should not be affected by the water line issue. Mayor Bailey told Kyle that the Village will have costs to install waterline in the appropriations for 2025. The Countyline Board would like to be kept in loop regarding the issue and be given solid answers by mid-summer. Mayor Bailey would like to talk to Jim Smith's daughter and grandson about receiving an easement in exchange for tap(s). Mayor Bailey mentioned that would like to look into setting up an annexation fund (for such expenditures).

Tree Commission-Mayor Bailey mentioned to the Board that the tree commission sent a letter to Countyline Co-op regarding planting a tree at corner of Bierley and Front Sts. (where a tree was removed for the E. Front Force Main project). The letter was not approved by the Council and should not have been sent. Mayor Bailey asked Kyle to disregard the letter. Landry mentioned that it should be fine planting a tree in the area, the water line is in the middle of the road and the sewer line is new plastic.

John Courtney-clerk provided an email sent by Mr. Courtney regarding additional charge associated with accounts with BTM generators. Mr. Courtney did not recommend the \$30.00 monthly charge but instead recommended a \$5.00 monthly fee. Bob Schacht motioned to approve \$5.00 monthly BTM fee; Dean Krukemyer seconded the motion, motion carried.

TD Engineering email-Board reviewed the information provided. Dean Krukemyer asked Clerk to reach out to Steve and get updated costs associated with Township storm sewer charges.

Cash flow/appropriations- Clerk provided cash flow/appropriations spreadsheets for both electric and sewer departments. (Bob Schacht had previously asked for the information)

Payment approvals-(10)

Miscellaneous adjustments-(23)

Vacation Requests approved-(2) Jeff/ (1) Mel/ (1) Nathan

With no further business to discuss, the meeting was adjourned at 8:40p.m. The next meeting will be held on Monday April 15, 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, April 1, 2024 5:23 PM
To: townhall@villageofpemberville.org; Dean Krukemyer
Cc: Mayor Bailey; clerk@villageofpemberville.org; Pemberville Water; Landry Sheets
Pemberville WWTP
Subject: Pemberville Project Update for BPA tonight

Dear BPA members,

Here is a quick update on the project status of ongoing projects in the Village.

Pemberville E. Front Street Waterline and Force Main.

I spoke with Colten from Underground Utilities. He said they tentatively plan to come back to Pemberville the last week of April or the first week of May to complete the restoration work. They expect the restoration work to take about 2 to 3 weeks.

Pemberville Water Tower Project

Maguire Iron has completed most of the underground waterline and storm sewer work in the park area, and they got the foundation walls poured last week. Once the foundation cures, they will backfill the foundation and do temporary seeding around the tower site. They also need to do seeding and restoration of the remaining areas where work is complete. They plan on having steel delivered and tower structure construction begin after the Pemberville Fair is over.

I don't have any new information on the other projects to provide you currently.

Steven J. Darmofal, P.E.
TD Engineering, LLC
Steve.Darmofal@TDEngineeringLLC.com
419-265-2400 (mobile)
www.TDEngineeringLLC.com