

**VILLAGE OF PEMBERVILLE**  
**BOARD OF PUBLIC AFFAIRS**  
**April 15, 2024**

Present at the regular meeting of the Board of Public Affairs were President Dean Krukemyer, Bob Schacht, Kim Long, Clerk Melody Siebenaler, Larry Titkemeier, Mayor Bailey, Nathan Schultze and Eric Campbell. Bob Schacht motioned to approve April 1, 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 15**

<b><u>Water 5101</u></b>		
MASI	LAB TESTING	\$ 165.10
USABLUEBOOK	MISC OPERATING SUPPLIES & MATERIALS	\$ 1,075.11
UNION BANK CO.	COLLECTION OF UTILITY BILLS	\$ 10.00
COUNTYLINE CO-OP	MISC SUPPLIES & MATERIALS	\$ 182.17
AMP, INC.	OSHA SAFETY MEETING	\$ 114.05
<b>Total Water</b>		<b>\$ 1,546.43</b>
<b><u>Sewer 5201</u></b>		
USABLUEBOOK	MISC PLANT SUPPLIES	\$ 448.59
AQUIONICS	QUARTZ SLEEVE	\$ 369.57
JONES & HENRY LABORTORIES INC.	LAB TESTING	\$ 891.20
GREAT LAKES WATER & WASTE SYST	REPAIR OF HYDROMATIC MODEL H4H1500M	\$ 6,979.00
FRONTIER	MONITOR SEWER PLANT	\$ 148.66
STEVENS DISPOSAL & RECYCLING	MONTHLY TRASH DUMPSTER	\$ 21.67
UNION BANK CO.	COLLECTION OF UTILITY BILLS	\$ 10.00
COUNTYLINE CO-OP	MISC SUPPLIES & MATERIALS	\$ 9.14
AMP, INC.	OSHA SAFETY MEETINGS	\$ 114.05
FROBOSE MARKET IGA	MISC SUPPLIES & MATERIALS	\$ 23.34
<b>Total Sewer</b>		<b>\$ 9,015.22</b>
<b><u>Electric 5301</u></b>		
AMP, INC.	ELECTRICITY/JV5 PRINCIPAL/JV5 INTEREST	\$ 81,432.80
RMS ENERGY CO. LLC	SCOPE REPAIR TO SOUTH SUBSTATION	\$ 1,258.00
AIRGAS GREAT LAKES	NITROGEN CYLINDER RENTAL	\$ 126.53
UNION BANK CO.	COLLECTION OF UTILITY BILLS	\$ 10.00
COUNTYLINE CO-OP	MISC SUPPLIES & MATERIALS	\$ 274.23
AMP, INC.	OSHA SAFETY MEETING	\$ 114.05
FROBOSE MARKET IGA	MISC SUPPLIES & MATERIALS	\$ 13.77
<b>Total Electric</b>		<b>\$ 83,229.38</b>
<b>Total for all Utilities</b>		<b>\$ 93,791.03</b>

## **SEWER- Landry Sheets**

Not in attendance

## **ELECTRIC –Jeff Barres**

Not in attendance

## **WATER-Nathan Schultze**

**Updates**-Nathan informed the Board that he has completed yard repairs from waterline breaks. Nathan asked what had been decided regarding the waterline to Countyline Co-op. Mayor Bailey responded that she has spoken with Kyle and said the project will be in the 2025 appropriations. Nathan has not spoken with B-Hillz regarding not proceeding with signed proposal. Mayor Bailey will speak with the Solicitor regarding the steps to cancel the agreement with B-Hillz.

Work will begin this week at the swimming pool. Need to have it opened for lifeguard certification classes in May.

**Restoration work**-Nathan and the Board discussed the restoration work that will need completed for the water tower and E. Front St. projects. Nathan asked about the ball diamonds and whether all of them were going to be used this year. Mayor stated that Eastwood Little League will be the only one utilizing any of the fields this year.

**JDI**-Board discussed a proposal and the Clerk stated Landry stated it could be split between water and sewer departments. The clerk mentioned the Fiscal Officer stated funds were available and expenses could be split as needed/used. Nathan provided input on the proposal and the Board agreed to approve the proposal in the amount of \$7450.00 with the stipulation that the proposal would state it could be used by both water and sewer departments. The clerk will reach out and ask for the proposal to include such wording.

**Battery Backups**-Control Associates representative was on site last week performing calibrations and noticed the equipment at the water treatment plant did not have the battery backup/surge protection installed. He provided Nathan with information for the recommended equipment to protect the sensitive equipment at the treatment plant. The clerk verified with the Fiscal Officer that funds are available to purchase three backups now and possibly two more later in the year. Each unit cost \$580.00 plus extra protection. The clerk ordered three units from Amazon along with (3) 3yr. additional protection plans. The total cost was \$2066.28 for three units plus the warranty protection.

## **MISCELLANEOUS-**

### **Mayor Bailey Updates-**

**Water Tower**- The Board discussed Steve Darmofal's email regarding the water tower color and logo. The Board agreed on the color of Basin blue with black lettering, which is recommended. Mayor Bailey presented additional script lettering and the Board agreed Monotype Corsiva would be preferred (if cost allows). Mayor Bailey will reach out to Steve Darmofal and ask if costs are dependent on script type. The board will revisit at a later date.

Dean asked about the grant that Mayor Bailey had applied for, and she stated the grant is for \$427,000.00 and can be used to pay back costs already paid out for the water tower project. Mayor stated no awards have been announced as of yet, but that she keeps checking.

**Kesson Rd**- Mayor Bailey discussed the issue with ownership of Kesson Rd. and who is responsible for upkeep, Township or Village. Mayor will discuss this with the Solicitor and report back to the Board with information at a later date.

**Employee Phone**-Mayor Bailey informed the Board that Nathan is not using his work phone for Village business, only using it to clock in/out on. Stated Village issued phones are to be used for Village business, not personal phones. Topic will be brought up at the Personal meeting.

**Clerk Updates-** Board reviewed Steve Darmofal email regarding East Front St. Storm Sewer split with Freedom Township. The board had requested Steve provide costs associated with installing storm sewer discharge for Freedom Township property that was incurred by the Village. The Village and Freedom Township trustees had met previously, and Township Trustees had agreed to reimburse the Village for the overage incurred to discharge extra water from Township property. (This would help the Township out since they would not have to install during building of new building). The costs associated with Township portion is \$17,536.00. Kim Long motioned to submit an invoice to Freedom Township in the amount of \$17,536.00, Bob Schacht seconded the motion. Motion carried. The clerk will submit an invoice to Township Trustees.

The clerk provided Steve Darmofal an email regarding restoration for E. Front Waterline & Force Main project along with Storm Sewer project. Underground Utilities will work with Fenson Contracting to complete all required restoration.

**Interconnection Agreement-**John Courtney is working on providing agreement to Village for review.

**Payment approvals-(14)**

**Miscellaneous adjustments-(1)**

**Vacation Requests approved-(1) Jeff.**

**With no further business to discuss, the meeting was adjourned at 8:37 p.m. The next meeting will be held on Monday May 6, 2024, 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:** Friday, April 12, 2024 3:11 PM  
**To:** townhall@villageofpemberville.org; Dean Krukemyer  
**Cc:** Landry Sheets Pemberville WWTP; Mayor Bailey  
**Subject:** Pemberville E. Front St. Storm Sewer -Revised Cost Split with Freedom Township  
**Attachments:** Pemberville E. Front St Storm - Estimated Costs for Township Storm Sewer Outlet 4.12.24.pdf; 2023008 Pemberville E. Front St Storm Sewer Phase I - HL for Cost Splits 4.12.24.pdf

Dear Board Members,

I have made some revisions to the proposed cost split for the East Front Street Storm Sewer – Phase I improvements for your review. As you may recall, the Village and Township had discussed the need for storm sewer improvements in the area of East Front Street east of the railroad and the need for the Township to provide adequate drainage for their site. There were discussions about sharing part of the costs of the storm sewer improvements to improve the storm sewers in this area.

I have looked at this more, and I am providing an updated cost breakdown of shared costs for the Village’s review and consideration.

On the attached drawings sheets I have highlighted the path showing the areas of the cost split from the catch basin #4 in front of the Township property to the outlet structure #8 at the river. The minimum pipe size for a new storm sewer in the public right of way and easements should be 12-inch diameter. We are estimating the Township paying a cost split based on the upsizing of these pipes and the outlet headwall to the final size from 12”, and we are showing the township paying half of the costs of the structures and half the cost of the pipe connection for their outlet at the site into the new catch basin. We are estimated a total cost allocation to the Township of \$17,536.00 for the construction items, as shown on the attached sheet.

The unit prices we are using are based on the bid prices from the contractor for the project, Fenson Contracting, LLC. Fenson did not submit bid prices for 12-inch sewer without granular backfill, and the unit price for 12-inch sewer with granular backfill that they do have is for shallow pipe parallel to but outside of the pavement, and it does not include the deep installation of pipe beneath SR 105. However, I spoke with Nolan Kaverman from Fenson Contracting to get his opinion on the costs what it would take to install the 12” storm sewer in the highlighted area, instead of the oversized pipe. This is how we determined the unit prices and difference for some of these items. If there are any questions about the unit prices we are using for our estimate, Nolan said he can discuss this with the Village and Township.

While the project is not yet at final completion, the underground piping work and structures are complete, and we are not showing the Township sharing any of the costs for paving, seeding and mulching, and other restoration work. We do not anticipate changes to the quantities shown.

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

Steven J. Darmofal, P.E.  
*TD Engineering, LLC*  
[Steve.Darmofal@TDEngineeringLLC.com](mailto:Steve.Darmofal@TDEngineeringLLC.com)

PEMBERVILLE EAST FRONT STREET STORM SEWER IMPROVEMENTS - PHASE I						
ESTIMATED COST SHARING BASED ON FREEDOM TOWNSHIP PAYING UPSIZING AND HALF COST OF STRUCTURES						
4/12/2024						
ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL	
1	CLEARING AND GRUBBING	0	LUMP	\$20,000.00	\$0.00	
2	PIPE REMOVED (CONTINGENCY)	0	FT	\$15.00	\$0.00	
3	EXISTING CATCH BASIN REMOVED	1	EACH	\$125.00	\$125.00	Twp pays 1/2 of cost of EX CB Removed (Unit Price Shown is 1/2 bid price per Each)
4	ODOT 301 - BITUMINOUS AGGREGATE BASE	0.0	CU YD	\$870.00	\$0.00	
5	ODOT 407 - NON-TRACKING TACK COAT	0.0	GAL	\$30.00	\$0.00	
6	AS PER PLAN	0.0	CU YD	\$1,250.00	\$0.00	
7	ODOT 441 - ASPHALT CONCRETE, INTERMEDIATE COURSE, TYPE 2, PG64-22 (448), AS PER PLAN	0.0	CU YD	\$1,250.00	\$0.00	
8	ODOT TYPE C ROCK CHANNEL PROTECTION, WITH FILTER FABRIC	0	CU YD	\$250.00	\$0.00	
9	ODOT CRUSHED AGGREGATE SLOPE PROTECTION WITH GEOTEXTILE FABRIC	0	CU YD	\$150.00	\$0.00	
10	ODOT HW-2.1 (UPSIZE TO 21" FROM 12" OUTLET)	0.17	CU YD	\$4,200.00	\$714.00	Twp pays difference in cubic yards of concrete for a headwall for 21" pipe vs 12" pipe
11	21" STORM SEWER, TYPE C BACKFILL, AS PER PLAN	0	FT	\$75.00	\$0.00	
12	18" STORM SEWER, TYPE B BACKFILL, AS PER PLAN	0	FT	\$200.00	\$0.00	
13	18" STORM SEWER, TYPE C BACKFILL, AS PER PLAN	0	FT	\$100.00	\$0.00	
14	15" STORM SEWER, TYPE B BACKFILL, AS PER PLAN	0	FT	\$70.00	\$0.00	
15	12" STORM SEWER, TYPE B BACKFILL, AS PER PLAN	8	FT	\$29.50	\$236.00	Twp pay s1/2 of cost of storm pipe into basin (Unit price is 1/2 bid price per ft)
16	18" STORM SEWER, TYPE B BACKFILL UPSIZE FROM 12" (CB4 TO MH6)	45	FT	\$12.00	\$540.00	Twp pay difference from 18" B to 12" B storm sewer
17	15" STORM SEWER, TYPE B BACKFILL, UPSIZE FROM 12" (CB3 TO CB4)	81	FT	\$11.00	\$891.00	Twp pays difference from 15" B to 12" B storm sewer
18	18" STORM SEWER, TYPE C BACKFILL UPSIZE FROM 12" (CB4 TO MH6)	8	FT	\$35.00	\$280.00	Twp pays difference from 18" C to 12" C storm sewer
19	21" STORM SEWER, TYPE C BACKFILL UPSIZE FROM 12" (MH6 TO HW8)	387	FT	\$20.00	\$7,740.00	Twp pays difference from 21" C to 12" C storm sewer
20	6" STORM SEWER, TYPE B BACKFILL, AS PER PLAN	0	FT	\$25.00	\$0.00	
21	6" STORM SEWER, TYPE B BACKFILL, AS PER PLAN	0	FT	\$25.00	\$0.00	
22	EXISTING STORM SEWER LATERAL REPLACEMENT	1	EACH	\$60.00	\$60.00	Twp pays 1/2 of cost for repair to connect (Unit Price Shown is Difference)
23	ODOT 2-2B CATCH BASIN	0	EACH	\$2,300.00	\$0.00	
24	TYPE 2 STORM MANHOLE	1	EACH	\$2,550.00	\$2,550.00	Twp pays 1/2 of cost of MH #06 (Unit Price Shown is 1/2 bid price per Each)
25	TYPE 2 STORM MANHOLE WITH CATCH BASIN LID	2	EACH	\$2,200.00	\$4,400.00	Twp pays 1/2 of cost of MH #04 & #07 (Unit Price Shown is 1/2 bid price per Each)
26	EXISTING SEWER REPAIR (CONTINGENCY)	0	EACH	\$120.00	\$0.00	
27	EXISTING SEWER PIPE REPLACEMENT (CONTINGENCY)	0	FT	\$25.00	\$0.00	
28	WATERLINE SERVICE REPLACEMENT (CONTINGENCY)	0	FT	\$25.00	\$0.00	
29	CONCRETE COLLAR FOR ODOT 2-2B CATCH BASIN	0	EACH	\$700.00	\$0.00	
30	RESTORATION, AS PER PLAN	0	LUMP	\$3,500.00	\$0.00	
31	MAINTAINING TRAFFIC	0	LUMP	\$10,000.00	\$0.00	
32	SOIL EROSION AND SEDIMENT CONTROL	0	LUMP	\$1,500.00	\$0.00	
TOTAL OF ALL ITEMS - COST SPLIT FOR TOWNSHIP SITE					\$17,536.00	