

**VILLAGE OF PEMBERVILLE  
BOARD OF PUBLIC AFFAIRS  
November 4, 2019**

Present at the regular meeting of the Board of Public Affairs were Chuck Schulte, Tom Mauk, Dean Krukemyer, Clerk Melody Siebenaler, Bill Long, Nathan Schultze, Jeff Barres and Landry Sheets. The meeting was called to order at 7:00 p.m. by Chuck Schultze. Dean Krukemyer motioned to approve minutes from October 14, 2019, Tom Mauk seconded the motion. Vote passed.

The following bills were approved for payment:

**Board Of Public Affairs  
Bills being submitted for payment** **Nov 4, 2019**

<b>Electric 5301</b>		
COMDOC, INC	COPIER LEASE, USAGE, MAINTENANCE	\$ 25.77
AMP, INC	ELECTRICITY	\$ 85,077.96
AMP, INC	OMEGA JV5-PRINICPAL	\$ 6,420.98
AMP, INC	OMEGA JV5- INTEREST	\$ 500.00
HOME DEPOT CREDIT SERVICES	OPERATING SUPPLIES & MATERIALS	\$ 100.94
PEPCO	AMERICAN ELEC ATBS/MVOLT R3 XL NL	\$ 580.00
PEPCO	AMERICAN ELEC ATBM P20 MVOLT R3 XL N	\$ 880.00
JOHN COURTNEY	MONTHLY ELECTRIC CONSULTANT RETAIN	\$ 100.00
HILTY OFFICE SUPPLY	2020 WALL & DESK CALENDARS	\$ 29.95
CARDMEMBER SERVICES	HOTEL FOR AMP CONFERENCE	\$ 320.36
CARDMEMBER SERVICES	FOREVER STAMPED WINDOW ENVELOPES	\$ 198.02
VERIZON WIRELESS	CELLULAR & BROADBAND SERVICES	\$ 26.37
UNIFIRST CORPORATION	UNIFORMS, MATS & TOWELS	\$ 3.13
UNIFIRST CORPORATION	UNIFORMS, MATS & TOWELS	\$ 86.25
	<b>Total Electric</b>	<b>\$ 94,349.73</b>
<b>Sewer 5201</b>		
COMDOC, INC	COPIER LEASE, USAGE, MAINTENANCE	\$ 25.77
OHIO RURAL WATER ASSOCIATION	2020 MEMBERSHIP RENEWAL	\$ 181.25
BEEGEE RENTAL & SALES	OPERATING SUPPLIES & MATERIALS	\$ 74.02
GALETON	MISC OPERATING SUPPLIES & MATERIALS	\$ 106.76
GRAINER	MISC OPERATING SUPPLIES & MATERIALS	\$ 252.76
HILTY OFFICE SUPPLY	2020 WALL & DESK CALENDARS	\$ 29.95
CARDMEMBER SERVICES	FOREVER STAMPED WINDOW ENVELOPES	\$ 198.02
VERIZON WIRELESS	CELLULAR & BROADBAND SERVICES	\$ 26.37
UNIFIRST CORPORATION	UNIFORMS, MATS & TOWELS	\$ 3.13
UNIFIRST CORPORATION	UNIFORMS, MATS & TOWELS	\$ 40.45
	<b>Total Sewer</b>	<b>\$ 938.48</b>
<b>Water 5101</b>		
COMDOC, INC	COPIER LEASE, USAGE, MAINTENANCE	\$ 25.77
MASI	LAB TESTING	\$ 407.24
PERRYSBURG PIPE & SUPPLY CO.	HYDRANT AND MATERIALS	\$ 6,168.46
PERRYSBURG PIPE & SUPPLY CO.	MISC. OPERATING SUPPLIES & MATERIALS	\$ 949.86

BONDED CHEMICAL	CAUSTIC SODA 25% DIAPHRAGM	\$ 390.30
ADKINS SANITATION, LTD	VAC CON ON 9/17/2019	\$ 1,400.00
TONKA WATER	VALVE, BALL, TRUE UNION 2" DUAL ENDS	\$ 130.49
FELLER, FINCH & ASSOCIATES, INC	COLLEGE AVE. WATERLINE REPLC. & EXTRAS	\$ 1,536.00
AIM MEDIA MIDWEST-SENTIEL TRIBUNE	NOTICE SEALED PROPOSALS WATERLINE	\$ 402.76
OHIO RURAL WATER ASSOCIATION	2020 MEMBERSHIP RENEWAL	\$ 181.25
HOME DEPOT CREDIT SERVICES	OPERATING SUPPLIES & MATERIALS	\$ 215.87
HILTY OFFICE SUPPLY	2020 WALL & DESK CALENDARS	\$ 29.95
CARDMEMBER SERVICES	FOREVER STAMPED WINDOW ENVELOPES	\$ 198.02
VERIZON WIRELESS	CELLULAR & BROADBAND SERVICES	\$ 26.36
UNIFIRST CORPORATION	UNIFORMS, MATS & TOWELS	\$ 3.13
UNIFIRST CORPORATION	UNIFORMS, MATS & TOWELS	\$ 40.45
	<b>Total Water</b>	<b>\$ 12,105.91</b>
<b><u>Water 5701</u></b>		
FELLER, FINCH & ASSOCIATES	DETAIL DESIGN-E. FRONT ST. WATERLINE	\$ 1250.00
	<b>Total Water 5701</b>	<b>\$ 1250.00</b>
<b><u>Water 5703</u></b>		
FELLER, FINCH & ASSOCIATES, INC	DETAIL DESIGN -COLLEGE AVE. WATERLINE	\$ 1,195.00
FELLER, FINCH & ASSOCIATES, INC	DETAIL DESIGN-BIERLEY AVE. WATERLINE	\$ 1,512.00
	<b>Total Water 5703</b>	<b>\$ 2,707.00</b>

**Total for all Utilities** **\$111351.12**

### **SEWER- Landry Sheets**

Landry stated the EPA will be requiring Phosphorus removal with new EPA permit. The EPA has approved limits for the next 36 months and then the approved limit will decrease at month 37 until permit expiration date of 5 years. Landry is requesting from the EPA an extension from 36 to 48 months to implement Phosphorus removal.

The Board reviewed and discussed the Cash Flow Summary spreadsheet that Sarah provided outlining the Operating and Capital Improvement funds. The Board asked Landry to speak with Steve Darmofal to see what options are available for funding Phosphorus removal. The Board inquired about the Mercury Variance and Landry stated that is off the table since mercury level is good. Bergman and Sanitaire are 2 companies Landry has spoken to regarding phosphorus removal. Landry was given cost of \$90,000.00 - \$100,000.00 to implement Phosphorus removal.

Landry stated work is to begin on the Huber the week of November 18<sup>th</sup>. Landry said he has the brackets for the 50 hp pumps and waiting for Ohio Pump to pull the pumps and install. Landry asked the Board to think about purchasing a trailer to be used during water/sewer breaks.

Landry stated he spoke with Haskins Village Administrator, Colby Carroll, regarding possible mutual aid since they have same SBR plant as we do. Haskins Village Administrator stated could provide mutual aid to all departments since they use Bowling Green employees. The Board asked the Clerk to verify with the Village Solicitor whether mutual aid employees would be covered for insurance reasons. Nathan stated that if the Village of Haskins is a partner with WARN then the employees should have insurance coverage. Nathan stated the EPA required him to become a partner with WARN earlier this year.

Landry stated the catch basins on Water St. have had concrete installed surrounding them to prevent wash outs.

### **WATER-Nathan Schultze**

Nathan updated the Board regarding the College Ave. Waterline Project. Cash Services, LLC submitted the low base bid of \$371,417.00 for the project and Feller, Finch and Associates recommended the project be awarded to Cash Services, LLC. Nathan voiced some concerns regarding Cash Services, LLC and with the recommendation of Feller, Finch and Associates and conversations Nathan had with other Villages/Cities that Cash Services LLC has completed projects for, Nathan agreed the Board should do a Resolution for Council to approve Cash Services, LLC as the contractor for the College Ave. Waterline Project. The start date for the project is December 1, 2019 with projected timeframe of 4-6 weeks for completion. The funding for the project will be a low interest loan from OWDA. The Board discussed and all approved of loan for full amount of project (\$371, 417.00). Bill Long questioned the need for council to vote as an emergency and the Clerk informed Bill and the Board that the loan application is due by end of this week or the loan will not be available until 1<sup>st</sup> of next year. Board agreed that Council needed to act at their next Council meeting to secure the loan.

Nathan mentioned the "Old Lumberyard" owned by Larry Moore is up for sale and wondered if the Board would consider purchasing the property for Village use. The property could be a possible site for a new water tower and would allow the Village employees to access the back of Utility Building. The current access point is part of Pember Grove Subdivision and will be become a personal property lot once lots become available. Nathan stated the property is approximately 1 acre and is listed at \$50,000.00. Bill mentioned that he knows there is a purchase offer of \$25,000.00 for the property. Chuck commented the property would be perfect for the water tower and possible 12" waterline loop. The Board requested Bill Long ask the Village Council where the Board would like a new water tower located either at the ball diamonds or Old Lumberyard.

The Board discussed use of the North Water Plant. Chuck would like to get someone to tear down the shed and stated the garage could be used as storage. Nathan will check with companies to request bids for the demolition of the buildings and to cover the area with grass. The Board would like separate bids for shed and garage demolition.

### **ELECTRIC –Jeff Barres**

Jeff stated still collecting quotes for needed supplies. Companies are not providing apples to apples comparison quotes. Pember Grove Subdivision is on schedule for the infrastructure; transformers and vaults are installed but still need to purchase the wire. Jeff has been trimming several tree branches. Javier Paredes is ok with the electric running through his property to Pember Grove, although still need easement.

### **MISCELLANEOUS**

Bill Long mentioned the entrance boulevards in the Pember Grove Subdivision are being shortened to allow larger vehicles the ability to turn without hitting the curbs. Jeff will verify this will not be a problem with the electrical already in place for the light poles.

The Clerk informed the Board that the resident who questioned receiving a shut off notice was 30 days delinquent. The Clerk provided documentation showing the delinquent account and that sending the notice was not a mistake. The resident was 30 days delinquent in paying the utility bill and Clerk sent 1<sup>st</sup> notice to resident.

**With no further business to discuss, the meeting was adjourned at 9:27 p.m. The next meeting will be Monday November 18, 2019 at 7:00 p.m.**

**President**

**Clerk**

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