

**VILLAGE OF PEMBERVILLE  
BOARD OF PUBLIC AFFAIRS  
January 6, 2020**

Present at the regular meeting of the Board of Public Affairs were President Dean Krukemyer, Chuck Schulte, Tom Mauk, Clerk Melody Siebenaler, Carol Bailey, Nathan Schultze, Landry Sheets, Bill Long and Tom Woodruff. The meeting was called to order at 7:00 p.m. by Chuck Schulte. Chuck Schulte motioned to have Dean Krukemyer become President, Dean accepted the nomination, Tom seconded the motion. Vote passed Dean Krukemyer- President. Chuck Schulte motioned to approve minutes from December 16, 2019, Tom Mauk seconded the motion. Vote passed.

The following bills were approved for payment:

**Board Of Public Affairs  
Bills being submitted for payment** Jan 6, 2020

|                                  |                                      |              |
|----------------------------------|--------------------------------------|--------------|
| <b><u>Electric 5301</u></b>      |                                      |              |
| AMP, INC.                        | ELECTRICITY                          | \$ 76,886.96 |
| AMP, INC.                        | OMEGA JV5 PRINCIPAL                  | \$ 6,420.98  |
| AMP, INC.                        | OMEGA JV5 INTEREST                   | \$ 500.00    |
| JOHN COURTNEY                    | MONTHLY ELECTRIC CONSULTANT RETAIN   | \$ 100.00    |
| POWER LINE SUPPLY CO             | 2500FT WIRE                          | \$ 5,442.81  |
| COMDOC, INC.                     | LEASE ON COPIER                      | \$ 25.77     |
| VERIZON WIRELESS                 | CELLULAR & BROADBAND SERVICES        | \$ 26.37     |
| UNION BANK COMPANY               | COLLECTION OF UTILITY BILLS          | \$ 10.00     |
| COMDOC, INC.                     | COPIER USAGE, MAINTENANCE & SUPPLIE  | \$ 34.49     |
| STEVE FIRSDON                    | GASOLINE                             | \$ 40.00     |
| STAPLES CREDIT PLAN              | MISC OFFICE SUPPLIES                 | \$ 130.99    |
| COUNTYLINE CO-OP                 | MISC OPERATING SUPPLIES & MATERIALS  | \$ 68.65     |
|                                  | Total Electric                       | \$ 89,687.02 |
| <b><u>Sewer 5201</u></b>         |                                      |              |
| OHIO WATER DEVELOPMENT AUTHORITY | PRINICIPAL (DS PRINICIPAL-WWTP 2011) | \$ 29,551.39 |
| OHIO WATER DEVELOPMENT AUTHORITY | INTEREST (DS INTEREST -WWTP 2011)    | \$ 10,905.07 |
| LANDRY SHEETS                    | REIMBURSEMENT FOR WINTER GEAR        | \$ 27.92     |
| LANDRY SHEETS                    | REIMBURSEMENT FOR EQUIPMENT PURCH    | \$ 216.51    |
| HOME DEPOT CREDIT SERVICES       | MISC. OPERATING SUPPLIES             | \$ 58.36     |
| HOME DEPOT CREDIT SERVICES       | MISC. OPERATING SUPPLIES             | \$ 54.02     |
| CITY OF PERRYSBURG               | SEWER CHARGES                        | \$ 452.40    |
| D & K TRANSPORT                  | SLUDGE                               | \$ 400.00    |
| COMDOC, INC.                     | LEASE ON COPIER                      | \$ 25.77     |
| BROWN SUPPLY CO                  | OPERATING SUPPLIES & MATERIALS       | \$ 41.01     |
| VERIZON WIRELESS                 | CELLULAR & BROADBAND SERVICES        | \$ 26.37     |
| UNION BANK COMPANY               | COLLECTION OF UTILITY BILLS          | \$ 10.00     |
| COMDOC, INC.                     | COPIER USAGE, MAINTENANCE & SUPPLIES | \$ 130.95    |
| STEVE FIRSDON                    | GASOLINE                             | \$ 73.98     |
| STAPLES CREDIT PLAN              | MISC OFFICE SUPPLIES                 | \$ 130.95    |
| COUNTYLINE CO-OP                 | MISC OPERATING SUPPLIES & MATERIALS  | \$ 11.78     |
|                                  | Total Sewer                          | \$ 42,020.02 |

|                                  |   |                     |
|----------------------------------|---|---------------------|
| <b><u>Water 5101</u></b>         |   |                     |
| CARDMEMBER SERVICES              | MISC MATERIALS FOR REPAIRS              | \$ 52.89            |
| OHIO WATER DEVELOPMENT AUTHORITY | PRINICIPAL (SWP – OWDA LOAN PRINICIPAL) | \$ 21,968.36        |
| OHIO WATER DEVELOPMENT AUTHORITY | INTEREST (SWP INTEREST)                 | \$ 7,490.73         |
| MASI                             | LAB TESTING                             | \$ 265.82           |
| MASI                             | LAB TESTING                             | \$ 142.25           |
| NORTH BRANCH NURSERY INC.        | BOBCAT & BRUSH MOWER RENTAL             | \$ 1,500.00         |
| NAPA AUTO PARTS                  | MISC. OPERATING SUPPLIES & MATERIALS    | \$ 37.91            |
| COMDOC, INC.                     | LEASE ON COPIER                         | \$ 25.77            |
| BROWN SUPPLY                     | OPERATING SUPPLIES & MATERIALS          | \$ 31.60            |
| VERIZON WIRELESS                 | CELLULAR & BROADBAND SERVICES           | \$ 26.37            |
| UNION BANK COMPANY               | COLLECTION OF UTILITY BILLS             | \$ 10.00            |
| COMDOC, INC.                     | COPIER USAGE, MAINTENANCE AND SUPPLIES  | \$ 34.49            |
| STEVE FIRSDON                    | GASOLINE                                | \$ 225.25           |
| STAPLES CREDIT PLAN              | MISC OFFICE SUPPLIES                    | \$ 269.96           |
| COUNTYLINE CO-OP                 | MISC OPERATING SUPPLIES & MATERIALS     | \$ 21.58            |
|                                  | Total Water                             | \$ 32,752.48        |
| <b><u>Storm Sewer 5202</u></b>   |   |                     |
| ADKINS SANITATION LTD            | STORM SEWER CLEANOUT                    | \$ 3,543.75         |
|                                  | Total Sewer 5202                        | \$ 3,543.75         |
|                                  | <b>Total for all Utilities</b>          | <b>\$168,003.27</b> |

**SEWER- Landry Sheets**

Landry informed the Board the EPA has denied the request for 4 years to implement phosphorus removal, they approved to allow 3 years to implement the process.

Landry informed the Board that a blower is needed for the Blower Building and there is a need to jet storm lines due to tree roots.

Landry stated the Huber drum is working better.

The Board reviewed and discussed the Jim Palmer Excavating quote for Basin Replacements. Originally the quote for some catch basins were on College Ave. and since they were put in with College Ave. Replacement Project Landry had Jim Palmer give quotes for other basins that require work. The description of the work to be performed was outlined in the quote and exist of 6 jobs. Job #1 (basin in American Legion parking lot) with costs of \$3942.40, Job #2 (basin north of American Legion -in the street) \$3545.75, Job #3 (basin on SR 105) \$4335.05, Job #4 (basin in Cherry St. at Bethlehem Lutheran Church) \$5831.15, Job #5 (basin near 503 SR 105) \$5429.14, Job #6 (basin near 604 SR 105) \$4564.68. The quote stipulation is the catch basins are to be done in multiples, with a minimum of 2 at a time. The Board approved the quote.

**WATER-Nathan Schultze**

Nathan stated he had spoken with Martin and Misty Smith regarding possible waterline easement thru their driveway. They would like a letter outlining offer of compensation and that the easement would be used for utility only, no roadway. The Board discussed possible compensation and it was determined to offer the Smith's 2 options. 1.) Payment of \$5000.00 plus the cost of new asphalt driveway. Driveway would be backfilled and graded with stone. 2.) \$5000.00 and Village will hire a contractor to replace new asphalt driveway. Either option would include the Village replacing the approach and sidewalk.

Discussion ensued regarding installing 4" PVC water service beneath College Ave. to serve both Eastwood School building and the American Legion. Board discussed the cost difference (\$7410.00) and the decision was made to install 4" not 2" water service to the both locations. Nathan will inform Steve Darmofal of the decision.

Nathan informed the Board progress was made on the South Waterline Loop. The brush and small trees were removed by the Village. Employees still need to cut and remove the large trees. Time frame is unknown currently for project.

**ELECTRIC –Jeff Barres**

Nothing to Report

**MISCELLANEOUS**

One Vacation request was approved.

15 GOVPAY, 1 uncollectable, 1 sewer forgiveness approved.

Tom Woodruff questioned why he was not informed that couple of his tenants were delinquent. The Clerk stated that the Clerk and tenant had a payment agreement in place and the landlord is not usually notified when agreement is in place. The Board asked the clerk to clarify with the Village Solicitor as to legal protocol regarding this matter.

The Clerk updated the Board on projects involving Feller & Finch and Associates. If a utility easement is obtained from the Smith's, the Village would need to send for approval from EPA for the expansion of water line. This process can take 2-3 weeks. The South End Water Loop – soil borings have been done; plans are in drafting-needs to go to EPA for approval (approval good for 5 years). Feller & Finch is working on plans for water issue at Reardon property. Feller & Finch will provide electric easement by end of the week to Village for recording. College Ave. Road Replace project costs look to be higher than original thought due to waterline replacement and needed catch basins. Clerk informed Board that Steve Darmofal has not started the possible waterline/sewer replacement project on East Front St. Steve stated would start to look at that project after finish couple projects in process.

Clerk presented information regarding utility assistant position. Board reviewed and asked that the ad be placed in local newspaper.

**With no further business to discuss, the meeting was adjourned at 9:10 p.m. The next meeting will be Tuesday January 21, 2020 at 7:00 p.m.**

**President**

**Clerk**

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