

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

Present at the regular meeting of the Board of Public Affairs were President Dean Krukemyer, Tom Mauk, Chuck Schulte, Clerk Melody Siebenaler, Mayor Carol Bailey. The meeting was called to order at 7:00 p.m. in the Opera House by Dean Krukemyer. The meeting was held in the Opera House to allow distancing between all those in attendance due to the Covid -19 guidelines set forth by the State of Ohio. Tom Mauk motioned to approve minutes from March 16, 2020. Chuck Schulte seconded the motion. Vote passed.

The following bills were approved for payment:

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

<u>Electric 5301</u>		
PEMBERVILLE POSTMASTER	UTILITY BILLING	\$ 98.75
MICRO CENTER	COMPUTER & SUPPLIES FOR REMOTE ACC	\$ 318.69
JOHN COURTNEY	CONSULTANT RETAINER	\$ 100.00
UNION BANK	COLLECTION OF UTILITY BILLING	\$ 10.00
COUNTYLINE CO-OP	OPERATING SUPPLIES & MATERIALS	\$ 108.72
UNIFIRST CORPORATION	UNIFORMS, MATS & TOWELS	\$ 3.13
UNIFIRST CORPORATION	UNIFORMS, MATS & TOWELS	\$ 85.11
VERIZON WIRELESS	BROADBAND & CELLULAR SERVICE	\$ 26.14
AMP, INC.	OSHA SAFETY TRAINING	\$ 95.50
JAMES BAILEY	GENERAL IT SUPPORT	\$ 150.00
HOME DEPOT CREDIT SVCS	OPERATING SUPPLIES & MATERIALS	\$ 89.55
COMDOC, INC	COPIER LEASE, MAINTENANCE & SUPPLIES	\$ 25.77
AMP, INC.	ELECTRICITY	\$ 71,539.36
AMP, INC.	OMEGA JV5 -PRINCIPAL	\$ 6,422.73
AMP, INC.	OMEGA JV5 INTEREST	\$ 500.00
	Total Electric	\$ 79,573.45
<u>Sewer 5201</u>		
PEMBERVILLE POSTMASTER	UTILITY BILLING	\$ 98.75
ENVIROMENTAL SYSTEMS RESEARC	ARCGIS ONLINE CREATOR TERM LICENSE	\$ 250.00
MICRO CENTER	COMPUTER & SUPPLIES FOR REMOTE ACC	\$ 318.69
CONTROL ASSOCIATES, INC.	2020 ANNUAL CALIBRATIONS WASTERWATER	\$ 1,633.00
USABLUBOOK	LAB SUPPLIES FOR ROUTINE MAINTENANCE	\$ 1,131.70
TOMLIN EQUIPMENT	ROOTS BLOWER	\$ 1,917.90
TOMLIN EQUIPMENT	ROOTS OIL ISO VG320	\$ 346.92
FASTENAL	OPERATING SUPPLIES & MATERIALS	\$ 435.54
ECKEL SNOWMOBILE & SMALL ENGINE	REPAIRS & MAINTENANCE	\$ 56.84
NORTHWESTERN WATER & SEWER	SEWER CONSTRUCTION WET WELL CLEAN	\$ 1,982.50
UNION BANK	COLLECTION OF UTILITY BILLS	\$ 10.00
COUNTYLINE CO-OP	OPERATING SUPPLIES & MATERIALS	\$ 77.81
UNIFIRST CORPORATION	UNIFORMS, MATS & TOWELS	\$ 3.81
UNIFIRST CORPORATION	UNIFORMS, MATS & TOWELS	\$ 39.88
VERIZON WIRELESS	BROADBAND & CELLULAR SERVICE	\$ 26.14

AMP, INC.	OSHA SAFETY TRAINING	\$ 95.50
JAMES BAILEY	GENERAL IT SUPPORT	\$ 150.00
COMDOC, INC.	COPIER LEASE, MAINTENANCE & SUPPLIES	\$ 25.77
	Total Sewer	\$ 8,600.07
<u>Water 5101</u>		
PEMBERVILLE POSTMASTER	UTILITY BILLING	\$ 98.75
CITY OF TOLEDO	TESTING AND ANALYSIS	\$ 250.00
ENVIROMENTAL SYSTEMS RESEARCH INSTITUTE	ARCGIS ONLINE CREATOR TERM LICENSE	\$ 250.00
MICRO CENTER	COMPUTER & SUPPLIES FOR REMOTE ACC	\$ 318.69
MASI	LAB TESTING	\$ 556.25
LINE X OF TOLEDO	UTILITY BOX UP AND OVER SIDES, TAILGATE	\$ 1,500.00
MORTON SALT, INC.	BULK ROCK EXTRA COURSE SALT	\$ 3,443.47
PERRYSBURG PIPE & SUPPLY CO	MISC SUPPLIES & MATERIALS	\$ 503.81
BONDED CHEMICAL	CAUSTIC SODA, SODIUM HYPOCHLORITE	\$ 2,749.03
CONTROL ASSOCIATES, INC.	2020 ANNUAL CALIBRATIONS WATER TREAT	\$ 948.00
USABLUBOOK	MISC SUPPLIES & MATERIALS	\$ 932.47
MAUMEE SUPPLY, PLB, HT & INDU	OPERATING SUPPLIES & MATERIAL	\$ 74.20
UNION BANK	COLLECTION OF UTILITY BILLING	\$ 10.00
COUNTYLINE CO-OP	OPERATING SUPPLIES & MATERIAL	\$ 28.83
UNIFIRST CORPORATION	UNIFORMS, MATS & TOWELS	\$ 39.88
UNIFIRST CORPORATION	UNIFORMS, MATS & TOWELS	\$ 3.13
VERIZON WIRELESS	BROADBAND & CELLULAR SERVICE	\$ 26.14
AMP, INC.	OSHA SAFETY TRAINING	\$ 95.50
JAMES BAILEY	GENERAL IT SUPPORT	\$ 150.00
COMDOC, INC	COPIER LEASE, MAINTENANCE & SUPPLIES	\$ 25.77
	Total Water	\$ 12,003.92
<u>Water 5703</u>		
FELLER, FINCH & ASSOCIATES	ENGINEERING DURING CONSTRUCTION	\$ 990.00
FELLER, FINCH & ASSOCIATES	RESIDENT PROJECT REPRESENTATIVE	\$ 11,880.00
	Total Water 5703	\$ 12,870.00
<u>Storm Sewer 5202</u>		
JIM PALMER EXCAVATING	503 W. FRONT ST. APRON & DRIVEWAY APP	\$ 2,160.00
JIM PALMER EXCAVATING	214 VINE ST. STORM SEWER MAINTENANCE	\$ 1,522.50
	Total Sewer 5202	\$ 3,682.50
Total for all Utilities		\$116,729.94

SEWER- Landry Sheets

Not in attendance

WATER-Nathan Schultze

Not in attendance

ELECTRIC –Jeff Barres

Not in attendance

MISCELLANEOUS

28 payment approvals.

Miscellaneous adjustments (7 Village Owned/ 1 payment written -payment applied wrong dollar amount.)

With the College Ave. Waterline project completed Chuck questioned if would make more sense to not restore the bus parking spaces on the Eastwood School property at the corner of College Ave. and Pine St. The Village would replace the sidewalk on the school property instead of the parking spaces, since the parking spaces are no longer used by buses. Chuck will contact Nathan Schultze and speak with him regarding this idea and have Nathan speak with Brent Walker, Eastwood School Superintendent about this idea and see if the School agrees.

Chuck informed the Board that he had spoken with Landry Sheets regarding issues with Pump Station floats. Something got stuck in Bierley Ave. pump and caused issues. Chuck told Landry to speak with Gregg at Ohio Pump about number of floats having issues. (Wondered if got a bad batch of floats). Landry called in other employees to help with pulling the float, very time consuming process. The pump stations are pumping a lot of extra water (with heavy rainfall) due to areas of penetration in the lines.

Chuck questioned if the electrical fund has adequate funds to cover cost of replacing substation that was repaired last year. Mayor Bailey stated the plan is to appropriate money this year and next to cover the cost to replace.

Dean stated the area at Bierley Ave. and College Ave. needs additional stone.

Mayor Bailey stated the Village needs to be watchful of expenses during this COVID-19 epidemic.

The Clerk updated the Board with information received from Nathan and Jeff regarding their departments. The College Ave. Waterline Replacement project is completed except for the contractor repairing the landscaping. The Village is withholding final payment until completed. Jeff wanted the Board to be aware that the electrical easements needed for the electrical feed to Pember Grove Subdivision may need to change slightly. One of the parties involved wants compensation for the easement and Jeff feels that the Village can provide the feed by going more through Dean Krukemyer's back yard than originally planned and avoiding having to pay compensation. Dean and Jeff are working together to determine best solution.

The Clerk notified the Board that she has notified the people interested in interviewing for the assistant position that the interviews are put on hold at this time due to COVID-19.

The Clerk notified the Board that there are issues with the Moore Properties and the meters at the properties. The Moore's have a tenant in an apartment that is tied to an empty space below and the 2 spaces seem to share 1 water meter. The empty space had a toilet leak issue a couple months back and now the Moore's are forcing the upstairs tenant to pay the bill. (The Village has no information on the resident -never completed utility application or tax information form.) Tenant contacted our office and I told the tenant that the bill is in landlord name so could not discuss issue with her. Mayor Bailey suggested that we contact the realtor for the properties and inform them that if any properties are sold will have to have meters checked by our staff and all spaces will have to have separate meters installed at the owner's expense.

With no further business to discuss, the meeting was adjourned at 7:54 p.m. The next meeting will be Monday April 20, 2020 at 7:00 p.m.

President

Clerk
