

**VILLAGE OF PEMBERVILLE
BOARD OF PUBLIC AFFAIRS
October 1, 2018**

Present at the regular meeting of the Board of Public Affairs were Chuck Schulte, Dean Krukemyer. Also in attendance were Bill Long, John Lockard, Jeff Barres, Cindy Winfrey and Susan Enright. The meeting was called to order at 7:00 p.m. by Chuck Schulte.

The following bills were approved for payment:

**Board Of Public Affairs
Bills being submitted for payment Sept. 17, 18**

Electric 5301

Intercontinental Suites Hotel Cleveland	AMP Conference Hotel	\$	290.00
John Lockard	Misc. reimbursement for Trade Show	\$	116.01
Brown Supplies	Misc. Operating Supplies	\$	41.01
Impact Printing Services LLC	Laser AP Village Checks	\$	47.43
Hilty Office Supply	2019 wall & desk calendars	\$	31.15
Cardmember Services	Indeed Help Wanted Ad	\$	127.23
Steve Firsdon	Gasoline	\$	147.79
Unifirst Corp	uniforms, mats & towels	\$	77.38
		\$	878.00
	Total Electric		

Sewer 5201

Grainger	Misc. Operating Supplies	\$	190.33
Control Associates, Inc.	Influent Flow Display & Supplies	\$	1,648.59
Tomlin Equipment	Roots Blower & Grease	\$	1,839.00
Brown Supply	Misc. Operating Supplies	\$	41.01
Impace Printing Services LLC	Laser AP Village Checks	\$	47.43
Hilty Office Supply	2019 wall & desk calendars	\$	21.21
Steve Firsdon	Gasoline	\$	81.95
Unifirst Corp.	uniforms, mats & towels	\$	33.26
		\$	3,902.78
	Total Sewer		

Water 5101

Core & Main	Meter supplies	\$	365.67
Morton Salt Inc.	Bulk Rock Salt Extra Coarse	\$	3,404.76
United Rental (North America)	Misc. Supplies and Materials	\$	52.38
MASI	Lab Testing	\$	342.00
Ferguson Waterworks # 527	Misc. Supplies and Materials	\$	381.49
Bonded Chemicals, Inc.	caustic soda 25%	\$	529.30
Brown Supply	Misc. Supplies and Materials	\$	82.02
Impact Printing Services, LLC	Laser AP Village Checks	\$	47.43
Hilty Office Supply	2019 wall & desk calendars	\$	21.21
Cardmembers Services	Power Supply Rack/ EPA- Water Recertification	\$	1,127.46

Steve Firsdon	Gasoline	\$	258.00
Unifirst Corp	uniforms, mats & towels	\$	33.16
	Total Water	\$	6,644.88
	Total for all Utilities	\$	11,425.66

SEWER

1. **PANNING:** Our insurance adjusters don't want to do anything because we have no way of knowing what the condition was before sewer jetting. Landry suggested we invite her to a meeting to talk rectly to her. Chuck suggested that we have her get a quote so we have an idea of the damages. He also suggested that we do a smoke test to see if it's plumbed correctly. If not, that would directly affect any liability on our part. Landry asked to speak to her again.

2. **KEISER'S OLD PROPERTY:** Landry is setting up a free camera truck to scope Reardon's, to see if we can figure out what the problem is.

3. **PETERSON:** Landry is still waiting for a letter from Peterson.

WATER: Nathan Schultze was not present at the meeting. He talked to Chuck on the telephone to explain a few of the items he needed brought to the Board. Cindy brought the following to the Board for Nathan:

1. Nathan informed the Board that he would need to be off work for medical reasons in the near future. He is awaiting a date from his doctors.

2. Well # 9 is down. Residents called complaining about air in the water lines. When Nathan kicked on Well # 9, it took a long time to start pumping. Further examination showed that there was a pin size hole in the line. Watson is working on fixing the problem now.

3. Evelyn Hagemeyer **EASEMENT:** Nathan talked to Evelyn again about the easement, and she gave him her daughter's phone number, as Evelyn wants someone to call her and answer any questions she may have. It was decided in his conversation with Nathan, that Nathan would call her daughter, Karol, and try to set up a time for her to meet with the Board to get her questions answered. Nathan reported that from the way Evelyn sounded, she was pretty open to the idea of an easement.

4. Nathan got two "apple to apples" quotes for the boring around Well # 11. One from Bowser Morner and one from TTL. TTL had the lower quote. A motion was made by Dean Krukemyer to accept the quote from TTL, and sign the contract. Chuck Schulte second the motion and a vote was taken. The acceptance of the TTL contract was passed. The Board signed the TTL contract was signed and given to Cindy to give to Nathan.

ELECTRIC

1. NEW SUBDIVISION ELECTRICAL: John Lockard spoke to Mike Marsh, concerning determining who pays for the install of the underground and street lights? Per Mike Marsh, a 2002 Ordinance states it is now the developer's expense for TRENCHING AND STREET LIGHTS. The Village will install and bill the Developer. Electrical overhead budget is around \$34,000.00 versus underground at \$ 31,000.00 (plus \$10,000.00 to move electrical poles). This quote does not include trenching, as that is the cost of the Developer.

2. MISCELLANEOUS MATERIAL SUPPLIES: John presented the Board a list of general materials he needs to order. The Board approved the purchase.

3. MOVING ELECTRICAL POLES BY FRONT STREET CARRYOUT: John gave a "ballpark" estimate to move existing lines by Carryout and Obie's Flowers to the East side, of around \$ 10,000.00. There was discussion as to if the Village wants to get an early start on moving these poles.

MISCELLANEOUS

Bill Long reported that he looked into the Ordinances to see if it was there was anything about Storm Sewers being maintained by the BPA and found Ordinance # 1390, from April, 2007. This Ordinance spells out that the Board of Public Affairs is to oversee all maintenance and up keep of the Storm Sewers. Chuck asked if that was just for overseeing, and not to design new Storm sewers. Bill read "Supervise all maintenance and operations" should include the designing and supervising of all new Storm Sewers as well. Discussion ensued.

UTILITY CLERK POSITION: The interviews for the Utility Clerk position were discussed and Dean Krukemyer made a motion to hire Melody Siebenaler. Chuck Schulte second the motion. The Vote was called and the motion passed. Melody Siebenaler will be offered the Utility Clerk Position.

Bill Long also reported that Feller/Finch have stated that they think they have a way around having to do the "Bio Swails" on Water St. Bill said that Feller/Finch would be making a presentation to Council on their new idea.

Sarah Enright asked if eventually the whole Village would be on the Storm system. Bill Long stated that would not be possible, as a street must have curbs to be on Storm System and not all Village streets have curbs. Discussion ensued, and Bill Long suggested to Ms. Enright, that she wait until Feller/Finch gave their presentation on new idea, before any more discussion.

Tom Oberhouse:

1. Tom asked if the Village was working on getting the easement needed for his subdivision. Chuck informed him that "Yes, the Village was still working on the Easement".

2. Tom informed the Village that he is working on getting a per foot price for the waterline, and has it out for bid.

3. The actual breakdown of electrical costs and who would be responsible for those costs was discussed.

The Developer will pay for the following:

- 1) Cost of Trenching. (Tom will actually be doing the trenching)**
- 2) All Street lights and installation. (Village will install and bill Developer)**
- 3) Tom will pay for Sherman St. Entrance to be installed, but will be reimbursed by the Village as each Sewer/Water tap is purchased.**
- 4) Secondary Conduit Feeds**

The Village of Pemberville will pay for the following:

- 1) Cost of all Transformers and Pads**
- 2) Cost of Wire and pulling of wire**
- 3) 3" Main Conduit**

With no further business to discuss, the meeting was adjourned at 8:50 p.m. The next meeting will be Monday, October 15, 2018, at 7:00 p.m.

President

Clerk
