

## **Minutes of Perrysburg Public Utilities Committee**

**Meeting Held July 23, 2025**

### **CALL TO ORDER - 4:30 PM**

The meeting was called to order at 4:30 p.m. by Chairman Kevin Fuller.

### **ROLL CALL**

Committee members present were Kevin Fuller and Kerry Wellstein. Rick Rettig was absent. Staff members present were Matt Choma, Public Utilities Director, Joe Fawcett, City Administrator, Pat Jones, Deputy City Administrator, Amber Rathburn, Finance Director, and Brian Thomas, City Engineer.

### **CITIZEN'S CONCERNS**

None.

### **APPROVAL OF JUNE 25, 2025 MEETING MINUTES**

There being no objections, the minutes of the June 25, 2025 meeting were approved.

### **SOQ - TRIMBLE UNITY (CITYWORKS)**

Mr. Choma spoke to the committee about the request to purchase Asset Management Software through Trimble Unity. He said that this would be a three-year agreement with the company. Mr. Fuller asked if this software would be an upgrade to what Public Utilities currently has. Mr. Choma said that we don't have anything like this software, and this will be entirely new to the department. Mr. Choma said that some of the department's staff have used this software at previous workplaces and believe that it will be very beneficial to the City. Mr. Fuller asked how many staff members would use this software. Mr. Choma said that everyone in the office would use it. There being no objections, this is being forwarded 2-0 to City Council.

### **SICR FINAL REPORT**

Mr. Choma spoke about the Sanitary Infrastructure Cost Recovery final report, which is a plan that the City has to recover costs associated with the extension of sanitary sewers.

### **WATER POLLUTION CONTROL LOAN FUND (WPCLF) NOMINATION OF THE PRIMARY CLARIFIER IMPROVEMENTS**

The next item that Mr. Choma spoke about is to request permission to apply for a Water Pollution Control loan. This would be for the wastewater treatment plant to fund the primary clarifier construction project. Mr. Fuller asked for more details about this loan. Mr. Choma said that it would be a subsidized loan at 2.675% over a 20-year period with annual payments. The Committee agreed 2-0 to move this on to City Council.

### **SANITARY SEWER CREDITS**

Mr. Choma distributed a list of sewer credits approved since the last meeting. The

credits totaled 1,795.88 for the month of July. The year-to-date total for sewer credits was \$8,387.74. Mr. Choma pointed out one of the credits is above the allowed approval amount, and it will have to be approved by City Council. Mr. Fuller asked Mr. Choma to explain the situation for this credit, he said that it was a broken pipe inside the house that flooded the basement and the water was pumped outside. Mr. Fuller asked about the verification methods for the sewer credits. Mr. Choma said that the department does do die tests to see where the sump-pump drains to and tries to be consistent with every credit request so those who don't qualify for a credit know why.

### **OTHER BUSINESS**

Mr. Choma spoke about the departments DUP front-end loader. He said that there have been some recent repairs that have been over \$10,000, and the vehicle is becoming expensive to maintain. He said the department would like to purchase a new front-end loader. Mr. Choma stated that this is just informational right now, and will bring it back-up at the August meeting.

Ms. Wellstein complimented the Public Utilities department as they were helping her with some sewer issues at her home, she said they were great to work with and very helpful.

Mr. Choma also mentioned that Tim Zirke, one of the members of the Public Utilities Department, will be retiring after 30 years of service. The committee members congratulated him.

### **ADJOURNMENT**

There being no further business, the meeting adjourned at 5:04 pm.

Respectfully submitted,

Kevin Fuller, Chairperson  
Public Utilities Committee

The next meeting is scheduled for Wednesday, August 27, 2025, at 4:30pm.