

BOARD OF PUBLIC AFFAIRS
June 16, 2008

Present at the regular meeting of the Board of Public Affairs were President Charles Aring, Nelson Busdeker, Chuck Schulte, John Lockard, Brian Heestand, and the Clerk.

Visitors present were John Courtney, Marge Cox, Keith Madaras, and Gene Steele.

The following bills were approved for payment.

Electric 5301

John Lockard	80hrs. (6/12)	\$ 2,164.80
Stephanie Bowe	22hrs. (6/12)	\$ 264.00
Brian Heestand	17.5hrs. + 2hrs. (OT) (6/12)	\$ 431.73
Steve's Car Care	Gasoline, etc	\$ 194.00
Pemberville IGA	Gasoline, etc	\$ 30.70
Verizon North	Phone Service	\$ 69.96
Union Bank Co.	Collection of Utility Bills	\$ 10.00
Countyline CO-OP	Misc Supplies	\$ 12.39
Hilty Office Supply	Office Supplies	\$ 41.10
Staples Credit Plan	Printer, Ink, etc	\$ 260.00
Airgas	Nitrogen Rental	\$ 30.13
John Courtney	Electric Consultant Fees	\$ 100.00
	Total Electric	\$ 3,608.81

Sewer 5201

Brian Heestand	75.5hrs. + 7hrs.(OT) (6/12)	\$ 1,725.16
Stephanie Bowe	21.5hrs. (6/12)	\$ 258.00
Steve's Car Care	Gasoline, etc	\$ 141.00
Verizon North	Phone Service	\$ 69.96
Brown Supply Co.	Paper supplies	\$ 83.84
Bonded Chemicals	Chemicals	\$ 363.50
Union Bank Co.	Collection of Utility Bills	\$ 10.00
Countyline CO-OP	Misc Supplies	\$ 350.58
Hilty Office Supply	Office Supplies	\$ 41.09
Hach Company	Nessler Reagent & Total Chlorine	\$ 191.82
Jones & Henry Labs	Sewer Lab Fees	\$ 524.30
Lubemaster	Case of Grease	\$ 354.91
Ohio Treasurer Richard Cordray	Loan Payment for Joyce Ave Project	\$ 1,074.40

Total Sewer

\$ 5,188.56

Water 5101

Gale Loebrich	80hrs.+ 4hrs.(OT) (6/12)	\$ 1,892.00
Stephanie Bowe	21.5hrs. (6/12)	\$ 258.00
Steve's Car Care	Gasoline, etc	\$ 149.50
Pemberville IGA	Gasoline, etc	\$ 247.25
Verizon North	Phone Service	\$ 69.96
Brown Supply Co.	Paper supplies	\$ 15.60
Bonded Chemicals	Chemicals for S Water Plant	\$ 848.80
Union Bank Co.	Collection of Utility Bills	\$ 10.00
Countyline CO-OP	Misc Supplies	\$ 91.31
Hilty Office Supply	Office Supplies	\$ 41.09
Hach Company	Free & Total Chlorine	\$ 333.48
Robert Blue Trucking	Trucking for Salt	\$ 691.59
Masi	Water Lab Testing	\$ 126.60
Staples Credit Plan	Printer, Ink, Battery Backups, etc	\$ 354.05

Morton Salt	Salt for S Plant	\$ 1,920.95
	Total Water	\$ 7,050.18
<u>North Water Plant 5703</u>		
Feller, Finch, & Associates	Design Service for N Water Plant	\$ 3,854.75
	Total for all Utilities	\$ 19,702.30

The June 2, 2008 Board of Public Affairs minutes were unanimously approved.

POOL

Leak at Pool: Madaras explained there has been a problem at the pool. He and Loeblich had discussed the probability of a leak in a line either leading to or coming from the baby pool. Madaras asked the Board's opinion as how best to handle this problem. The Board offered to pay for Aqua Line to investigate the lines. Madaras and the Board could then work together to determine the best course of action to fix the problem.

ELECTRIC

AMP-Ohio Credit Score Letter: Courtney explained that the Village did very well on their credit score but there were a couple areas that if addressed would help improve the score. The first was changing the current 12 month power cost adjustment factor to one that is 6 months. This change would result in a more varying rate but would allow the Village to recover from any power expenses in 6 months rather than the current 12 months. The average for the 12 month and 6 month power cost adjustment factor will be approximately the same over the long term. Busdeker moved and Schulte seconded to change from the 12 month to the 6 month power cost adjustment factor. The Board unanimously approved this change and passed rider.

Electric Service Extension: Courtney explained that Lockard had faxed the information from Schuerman about the electric extension to him earlier that day. Courtney thought this information might change his recommendation. He will take a better look at this new information and get back to the Board later in the week. Lockard presented quotes for the tree trimming needed to proceed with this extension. The Board approved the lowest bidder, Rick Beeker for the work.

Loan Request: The Board discussed the letter received from the Fiscal Officer requesting the electric fund loan the general fund \$100,000 to pay off the loan the Village took to pay for the Ford Garage. The letter explained, due to the decrease in certificate of deposit rates, the Village is currently paying out more in loan interest than receiving on their cds. The Village would repay the loan in yearly installments of \$25,000. The Board asked Courtney how much the electric fund is required to keep in reserve. Courtney explained the fund is required to have at least 6 months costs but he recommends nine months to a year's worth of costs. The Board discussed the request with Cox. Schulte expressed concern with using electric funds to support a purchase in which the Board was not included in the decision process. This is not the first time this issue has come up. He understood why Cartledge made the request and agreed the loan would be in the best interest of the Village. Aring moved and Busdeker seconded the motion to approve the request for the loan with the stipulation of repayment. Roll was called. Aring-yes, Busdeker-yes, Schulte-no. Motion passed. Schulte commented that he voted no only so the record would show that the Board would appreciate inclusion in the decision making process if a time comes in the future that the Electric, Water, or Sewer Funds may be needed to help support a purchase.

Scheduled Village Power Outage: Lockard said the Toledo Edison planned Village power outage will precede as planned on June 21-June 22. An announcement was included with the utility bills explaining the situation to the residents and Lockard has spoken to the area businesses.

Repair of Electric Truck: Lockard received his doctor's approval to drive truck. He and Heestand will take the electric truck to DUECO for repairs before he returns to work.

SEWER

Catch Basin: Aring explained he had received a phone call from Bailey. Water is collecting in their driveway. Heestand stated he had explained to Mrs. Bailey, when the Board repairs their driveway, the end of the drive will have a lip thus allowing the water to run to the new catch basin. This would prevent the need to redo the end of the drive when the road is re-graded and repaved. Heestand was asked to explain this to her again. He reported that while working on the catch basin, he had not found anything but, due to time constraints, he has not been able to complete the digging behind the sidewalk. Heestand explained, he and Bourdo had set a July 14th completion date for concrete work around the Village but because of the weather and increased work load, he is behind schedule. Heestand urged the Board to consider expediting the process of hiring a helper.

Equipment: FMT is scheduled tomorrow to look at the gearbox. Control Associates is coming tomorrow also to look at equipment damaged in the storm. Heestand believes that lightening may have hit the equipment.

Sludge: Heestand informed the Board he still needs to haul sludge. This should take approximately one week.

Sewer Line Extension: The clerk had received a response from Mr. Gorney explaining his progress on the sewer extension across his property on Front Street. The letter was somewhat confusing. The Board asked Heestand to contact Gorney to verify the progress and remind him, if necessary, of the required process for this extension.

Miscellaneous: There is some concern over lines in the Modine area. The Board approved Heestand coordinating a jet/vac-truck to investigate this line.

MISCELLANEOUS

Summer Shirts: The clerk presented quotes for summer shirts. The Board approved the shirts but asked that extras be purchased for times when there is non-Village employees helping on Village projects or possibly for a new utility helper.

Interdepartmental Collaboration: Schulte informed the Board the Personnel Committee asked that all multi-departmental projects / request for assistance be directed to the Fiscal Officer. Ms. Cartledge will be coordinating this type of work. The Board asked the clerk to inform Ms. Cartledge they would like to request Bourdo's help with the digging at the Bailey's.

EPA List: Heestand explained he was able to talk with Darryl Young. Darryl said he is available for emergency callouts or technical support. He requested the Board put something in writing for him to sign. Aring offered to start a letter.

Utility Helper: The Board discussed what to include in the advertisement for a Utility Helper. Mr. Steele suggested replacing the word helper with apprentice. This might suggest training and/or advancement for the position. The Board asked that the ad be placed in the Sunday Blade and the Friday, Saturday, & Monday Sentinel.

Charles Aring

President

S. Boue

Clerk
