

BOARD OF PUBLIC AFFAIRS
September 2, 2008

Present at the regular meeting of the Board of Public Affairs were President Charles Aring, Chuck Schulte, Dean Krukemyer, John Lockard, Gale Loebrich, Brian Heestand, Fiscal Officer Debra Cartledge, Councilperson Marge Cox, and the Clerk.

The following bills were approved:

Electric 5301

Hilty Office Supply	Office Supplies	\$ 32.76
Sandusky Electric	Misc Supplies	\$ 1,908.31
AMP-Ohio	Jaron Pre-Pay August 2008	\$ 3,229.78
Union Bank Company	Collection of Utility Bills	\$ 10.00
John Courtney	Consultant Fees - August Retainer	\$ 100.00
Cintas Corporation	Uniforms, Mats, & Towels	\$ 74.93
	Total Electric	\$ 5,355.78

Sewer 5201

Hilty Office Supply	Office Supplies	\$ 32.76
Lubemaster	Grease for Sewer Plant	\$ 353.86
Union Bank Company	Collection of Utility Bills	\$ 10.00
Cintas Corporation	Uniforms, Mats, & Towels	\$ 74.93
Pauls Repair Service	Repair of Backhoe	\$ 262.60
Pemberville IGA	Misc Supplies	\$ 2.50
	Total Sewer	\$ 736.65

Storm Sewer 5202

Pauls Repair Service	Repair of Backhoe	\$ 262.60
Jim Palmer Excavating, Inc	Catch Basin Replacement Forrest Ave. & Elevator	\$ 10,340.93
	Total Sewer	\$ 262.60

Water 5101

Hilty Office Supply	Office Supplies	\$ 32.76
Morton Salt	Salt for South Plant	\$ 2,076.14
MASI	Water Lab Testing	\$ 388.80
Robert Blue Trucking	Delivery of Salt to South Plant	\$ 685.68
HD Supply Waterworks	New Meters	\$ 366.08
Bonded Chemicals	Chemicals for South Plant	\$ 1,054.55
Union Bank Company	Collection of Utility Bills	\$ 10.00
Brass Key Shop	5 Duplicates for Water Plant	\$ 10.00
Cintas Corporation	Uniforms, Mats, & Towels	\$ 74.93
Pauls Repair Service	Repair of Backhoe	\$ 262.60
	Total Water	\$ 4,961.54

North Water Plant 5703

Feller, Finch, & Associates	Professional Engineering Services	\$ 6,236.25
	Total North Water Plant	\$ 6,236.25
	Total for all Utilities	\$ 17,552.82

The August 4 and August 18, 2008 minutes were approved.

Mr. Krukemyer took Oath of Office.

WATER

North Water Plant: The clerk distributed a punch list for the North Water Plant that was discussed at the meeting with the contractors and the engineer. Loebrich explained the official startup had been pushed back to September 15th. The telemetry is being investigated to see if the hard wire can be used until the radio equipment can be configured and installed. Loebrich explained that with Hirzel in the midst of tomato harvest the system is extremely delicate. The North plant could be used but the water would not be softened. The Board asked this not be done unless absolutely necessary.

Annual Testing Requirements: Loebrich reported the annual Lead & Copper testing report was finished and had been taken to EPA. During the month of September, he will be working on the required Nitrates testing report that is due by the end of the month.

ELECTRIC

Electric Service Extension: Lockard explained Flatrock Acres, Ltd. electrical connection is complete. All necessary paperwork is filed with the clerk and signed by the Board or the Mayor.

AMP-Ohio Identity Theft Meeting: AMP-Ohio has scheduled a Finance & Accounting Subcommittee Meeting on September 25 in Montpelier to discuss the requirements of the Fair and Accurate Credit Transaction Act of 2003 (aka FACT Act). The FACT Act requires municipal utilities to implement a written program to comply with the Federal Trade Commission's new rule on identity theft by November 1, 2008. The clerk asked if she could attend this meeting. This was unanimously approved.

Upcoming projects: Tree trimming is being done whenever time permits. Toledo Edison is coming in October for testing. A new truck may need to be purchased within the next 2 years.

STORM SEWER

Catch Basins: Jim Palmer Excavating completed the work at the elevator and on Forrest Avenue. They also installed a clean out while replacing the catch basin on Forrest Avenue. An estimate was presented for the repair and possible replacement of a 10" storm sewer line on East Front Street. The estimate was for \$2,386.17 for repair a section or \$4,887.77 to replace 110' of line to the river. The Board discussed if there is money left to do this project. Fiscal Officer Cartledge investigated the available funds and confirmed funds are available to proceed with this project. The Board approved proceeding with this project using Jim Palmer Excavating. Heestand requested that the vac truck be brought in for one additional day to finish the cleaning of the catch basins. This was unanimously approved.

Front Street: A letter was received from the Baileys. They have decided they are not willing to allow the Village to dig a hole in the end of their drive to determine if the sink-hole problem they are experiencing is a Village line or a line belonging to the homeowner. The line to the river on Bailey's property cannot be found on any Village water / sewer maps and therefore responsibility of the line has not been determined. The Board discussed the four requests made by the Baileys in their letter.

1. Do not dig hole in edge of driveway.
RESPONSE: The Board agreed to this as long as the Baileys accept responsibility.
2. Run water into the drain directly across State Route 105 from the Bailey's property.
RESPONSE: This will be done within the next two weeks.
3. Provide topsoil to fill in all holes left by tile in the yard and stone to fill holes left by tile in the driveway both now and as any new holes manifest.
RESPONSE: The Board thought this was a reasonable request and could be done. It was one of the options first offered to the Baileys.
4. Move the newly installed catch basin back to original location.
RESPONSE: The Board will not be moving the catch basin back to the original position. The basin was moved for a number of reasons. The grade will be checked and a smaller grate may be installed if it is found necessary.

Heestand asked Cartledge if she could contact Bourdo and ask him to order the necessary top soil. She said she would do this.

SEWER

Sludge: Heestand explained that he has been unable to haul sludge in quite some time. He will need to rent a tractor and haul sludge. This should take approximately a week. The Board approved the tractor rental.

MISCELLENOUS

Utility Apprentice: The Board discussed the utility apprentice position candidates and their thoughts on the interviews. The Board will bring their recommendation to the Personnel Committee along with a suggestion for starting wage and possible increases after the candidate passes testing for Wastewater I & II licensure. Schulte agreed to call the candidate to make the offer.

Charlie Aring

President

Stephanie Bowe

Clerk
