

**VILLAGE OF PEMBERVILLE
BOARD OF PUBLIC AFFAIRS
December 15, 2008**

Present at the regular meeting of the Board of Public Affairs were Charles Aring, Charles Schulte, Dean Krukemyer, John Lockard, Brian Heestand, Gale Loebrich, the Clerk, and Council Member Cox.

The December 1, 2008 minutes were approved.

The following bills were approved.

Electric 5301

Airgas Great Lakes	Nitrogen for Substation & Rental	\$ 81.21
Omega JV5	Hydro Power, Principal, & Interest	\$ 16,235.09
AMP-Ohio	Pool Power	\$ 63,351.73
Union Bank Company	Utility Bill Collections	\$ 10.00
	Inspection, Testing, & Maintenance at N	
Toledo Edison	Substation	\$ 2,900.00
Creative Microsystems, Inc	Utility Software Fee	\$ 1,098.75
Hilty Office Supply	Office Supplies	\$ 18.23
Nextel Communications	Cell Phone Service	\$ 31.06
Steve's Auto Car	Gasoline, Etc	\$ 192.46
Countyline CO-OP	Supplies	\$ 66.86
	Total Electric	\$ 83,985.39

Sewer 5201

Jones & Henry Labs	Sewer Lab Testing	\$ 327.60
Union Bank Company	Utility Bill Collections	\$ 10.00
Creative Microsystems, Inc	Utility Software Fee	\$ 1,098.75
Hilty Office Supply	Office Supplies	\$ 18.23
Nextel Communications	Cell Phone Service	\$ 34.23
Westwood Auto Parts	Grease Gun	\$ 5.46
Countyline CO-OP	Supplies	\$ 108.20
	Total Sewer	\$ 1,602.47

Water 5101

Northwest Pools	Chlorine for North Plant	\$ 125.80
MASI	Water Lab Testing	\$ 73.40
Perrysburg Pipe & Supply	Blue Pipe Dope	\$ 13.00
Maumee Supply	Replacement Valve & Misc Supplies	\$ 158.23
Sandusky Electric	Misc Supplies	\$ 84.56
Union Bank Company	Utility Bill Collections	\$ 10.00
Creative Microsystems, Inc	Utility Software Fee	\$ 1,098.74
Hilty Office Supply	Office Supplies	\$ 18.23
Nextel Communications	Cell Phone Service	\$ 31.06
Steve's Auto Car	Gasoline, Etc	\$ 210.40
Countyline CO-OP	Supplies	\$ 134.84
	Total Water	\$ 1,958.26

North Water Plant 5703

Feller, Finch, & Assoc	Engineering for NWTP	\$ 6,064.00
Marine Building Group	Plumbing & Heating	\$ 4,048.00
	Total North Water Plant	\$ 4,048.00

Total for all Utilities

\$ 91,594.12

WATER

North Water Plant: The Board and Loebrich discussed the electrical situation at the South Plant. The Board requested Loebrich work with Feller, Finch, and Associates to finish electrical. Loebrich explained that Martin Brown is trying to contact Culligan to finish the softener work. He is hoping to get this working with the Siemens System. The clerk was asked to hold the payment for Feller, Finch, and Associates. The clerk presented a request for an extension from Feller, Finch, and Associates on behalf of Brooks Contracting. The Board decided not to give an extension because, as was explained to Steve Darmofal at a previous meeting, it had been decided no extension would be given until Brooks attends a meeting to explain the reasons.

Water Leak: Loebrich informed the Board of a leak in the alley by the water tower. This leak is situated in an extrinsic, spider web-like area involving gas, water, and sewer lines. Loebrich suggested hiring someone to do this work because of the situation and possible difficulties surrounding this job. This option was discussed. Although the Board would normally like the Village employees to perform this work, with the time needed to be spent trying to complete the work with the engineers and contractors on the Water Plants, the Board decided to hire the lowest bidder, Palmer to complete the work. The Board requested the job be done as soon as possible and asked that the affected customers be given as much notification as possible.

SEWER

Wastewater Treatment Plant: There was discussion on the plan for the Wastewater Treatment Plant. The clerk presented a discussion sheet to be distributed to aid in possible letter writing to governmental officials. The Board and Councilmember Cox suggested some changes and additions. The clerk will make the changes and have the copies available for distributing at the council meeting the next evening. Heestand explained he and Sheets would be traveling to Haskins on Wednesday to meet Darmofal and Shaffer to tour the plant for possible organizational help with the Pemberville Plant. Heestand informed the Board that EPA would require a back-up generator at the new WWTP. There was discussion on this. Heestand explained he and Sheets would be taking influent tests for the new plant. EPA requires these tests.

Miscellaneous: Heestand informed the Board he is still having difficulties with the Cantex. The manufacturer may need to be contacted to assist with the problems. Schulte will try to look at the Cantex to see if the Village could repair it.

ELECTRIC

Tree Donation: Lockard and Councilmember Cox informed the Board North Branch Nursery donated 12 trees used downtown for Christmas decorations to the Village. The Board was asked if these could possibly be planted on the west-end of the North Water Plant property. The Board did not have a problem with this.

Pole Replacement: Lockard informed the Board he would be replacing a rotten pole on Marshall and one on Bierley.

Miscellaneous: Lockard reminded the Board ARC Flash clothing is going to be a requirement soon.

MISCELLANEOUS

Penalty Forgiveness: The clerk explained that she received a letter from the company responsible for paying Modine's utility bill. They requested forgiveness on the penalty. They had received the bill late and due to the Thanksgiving Holiday, the payment did not reach the Village until after the due date. The Board stated that per policy, they would forgive the penalty.

Employee Review: The Board requested Sheets attend the second meeting in January at 7pm.