

**VILLAGE OF PEMBERVILLE  
BOARD OF PUBLIC AFFAIRS  
March 16, 2009**

Present at the regular meeting of the Board of Public Affairs were Charles Aring, Charles Schulte, Dean Krukemyer, John Lockard, Gale Loebrich, Brian Heestand, and the Clerk. Guests in attendance were Steve Heimlich and Gordon Bowman.

The March 3, 2009 minutes were approved.

The following bills were approved.

**Electric 5301**

Verizon North	Monthly Phone Service	\$	67.89
Nextel Communications	Cellular Phone Service	\$	31.15
Steve's Car Care	Gasoline	\$	99.37
Staples Credit Plan	Anti-Virus & Toner	\$	41.83
CMI	Hardware Support Fees for 2009	\$	120.00
AMP-Ohio	NWASG Pool Power Billing	\$	70,508.13
Westwood Auto	Supplies	\$	12.96
Airgas	Nitrogen Cylinder Rental	\$	29.47
John Courtney	Electric Consultant Fees	\$	100.00
Hilty Office Supplies	Office Supplies	\$	30.60
Countyline CO-OP	Misc Supplies	\$	26.21
	<b>Total Electric</b>	<b>\$</b>	<b>71,067.61</b>

**Sewer 5201**

Verizon North	Monthly Phone Service	\$	67.89
Nextel Communications	Cellular Phone Service	\$	33.97
Steve's Car Care	Gasoline	\$	41.00
Brown Supply	Paper Towels & Hand Soap	\$	41.01
Staples Credit Plan	Anti-Virus & Toner	\$	41.83
CMI	Hardware Support Fees for 2009	\$	115.00
Feller, Finch, & Associates	Main Pump Station Design	\$	248.00
Treasurer State of Ohio	Wastewater 1 Exam Fee Landry Sheets	\$	60.00
Jones & Henry Labs	Feb Lab Testing Fees	\$	327.60
Bergren Associates	Re-install Mission at Cantex	\$	95.00
Hilty Office Supplies	Office Supplies	\$	30.59
Countyline CO-OP	Misc Supplies	\$	34.04
	<b>Total Sewer</b>	<b>\$</b>	<b>1,135.93</b>

**Wastewater Treatment Plant**

Feller, Finch, & Associates	WWTP Design	\$	13,084.00
	<b>Total Wastewater Treatment Plant</b>	<b>\$</b>	<b>13,084.00</b>

**Water 5101**

Verizon North	Monthly Phone Service	\$	67.89
Nextel Communications	Cellular Phone Service	\$	32.15
Steve's Car Care	Gasoline	\$	127.36
Brown Supply	Paper Towels & Hand Soap	\$	41.01
Staples Credit Plan	Anti-Virus & Toner	\$	41.83
CMI	Hardware Support Fees for 2009	\$	115.00
MASI	Lab Testing Fees	\$	107.20
Morton Salt	Salt North Water Plant	\$	2,003.02
Robert Blue Trucking	Delivery of Salt	\$	608.61
Hach	Parts for Chlorimeter	\$	4.50
Feller, Finch, & Associates	Misc Engineering	\$	100.00
Hilty Office Supplies	Office Supplies	\$	30.59
Countyline CO-OP	Misc Supplies	\$	45.53
	<b>Total Water</b>	<b>\$</b>	<b>3,324.69</b>

**North Water Plant 5703**

Marine Bldg Group

North Water Treatment Plant

\$ 3,119.50

**Total North Water Plant**

**\$ 3,119.50**

**Total for all Utilities**

**\$ 91,731.73**

## **WATER**

*Backflow Prevention:* Heimlich explained a class is going to be offered on backflow prevention in Ottawa County. He distributed a registration form. Aring and Loebrich are interested in attending. Their attendance was approved. Forms should be faxed. Heimlich distributed a copy of the EPA regulations on Backflow Prevention. There was discussion on what requirements the Village needs to include in the revision on the current backflow section of the Village ordinance. Heimlich distributed an example of a pamphlet that could be included with a bill mailing to explain what the village is trying to do. Heimlich will be attending the April 6<sup>th</sup> meeting to discuss this further. He will compile a timeline to accomplish the backflow items for the village.

Loebrich presented a yearly water usage for the village.

*North Water Plant:* Painting at the North Water Plant is being scheduled. The leaks will be fixed prior to the painting. The work at the South Plant should be far enough along by the end of the week to allow the painting to be completed. Loebrich explained he had informed Brooks that if the softener work at the S. Plant is not complete, he is willing to work with them on a day to day basis to allow the painting to be accomplished.

*Telemetry:* There was discussion on the RTU unit and the signal that the telemetry works off of for the water system. A quote from Bergren was discussed. Loebrich is still receiving a few communication errors each week. If a communication error occurs, the wells stop pumping during regeneration requiring the operator to manually refill tanks and release air. The Board discussed available options to circumvent the problem. Loebrich presented alternatives suggested by Culligan for possibly helping the situation if the problems continue. Loebrich will follow up with Jim Shaffer to verify that there is no way to work this out with the FCC (possibly appeal) because the frequency the village was given is still experiencing interference.

*Quotes:* Loebrich presented quotes from Culligan & HD Supply for new valves both metal and plastic. Loebrich is waiting to receive the dimensions of the plastic valve. The Board asked Loebrich to get a plastic valve to determine if it will fit & how well it will work. Loebrich presented quotes for signs to be used during boil alerts. The purchase of 6 signs from C&L was approved. Quotes for paint were presented. This was approved, but the Board asked Loebrich to see if the Electric & Sewer Departments are in need of any paint before placing the order.

## **SEWER**

*Cantex Mission Unit:* The mission RTU unit at the cantex is back in service. There is 3 phase on the transformers for this unit but there is no protection. Brian presented a quote from Bergren for items that would provide protection for the unit. This was approved.

*New WWTP:* Brian presented a quote from Darmofal explaining the options available for the new plant mission software. The quotes included a monthly contract for mission. The Board discussed the options. The Board asked Heestand to discuss the questions with Darmofal. There was discussion on the generator, main pump station, & WWTP plans. The Board would like a natural gas generator. Darmofal requested the Board televise the line running across St Route 105 to the river. Heestand will look into this and schedule any needed work after acquiring two quotes. Heestand was also asked to verify if there is an easement on this property. The Board decided to move forward with installing the new pump station in the park north of the Boy Scout cabin.

*Miscellaneous:* Heestand, Lockard, & Sheets worked on the wheel. The Haar easement may need to be investigated or a new easement may be required. This is something the Board will discuss. They asked Heestand to discuss this with Haar.

*Wastewater Licensure:* The Board approved a one day review class for Sheets. Heestand explained that Sheets passed the examination for the class he has been taking. This will reduce the number of contact hours Sheets will be require to have before he will be eligible to receive his Wastewater license. Sheets will be taking the state test in May 2009.

### **ELECTRIC**

*Flatrock Acres:* Aring spoke with Schuerman about the power costs associated with his new grain elevator. He explained the best approach to reduce their costs would be to install a capacitor on their side of the line.

*Tree Trimming:* Lockard explained he had been trimming trees that are interferring with power lines. Stumps left after tree removal will need to be taken care of. The Board agreed to pay for the removal of stumps for any trees that were in power lines.

### **MISCELLANEOUS**

*Folding Machine Quotes:* In order to comply with the FACT Act, the clerk acquired quotes for a folding machine. She presented four quotes, two for each option available for the new types of bills being considered. Any option that the Board decides will require CMI to make changes to the software and there will be a fee associated with the changes. The clerk was asked to get quotes for the paper, envelopes, and the self sealing bills to compare all costs before a decision is made.

*New Clerk Interviews:* Aring & the Clerk explained the interviews that had been completed. The Board discussed how to proceed. The Board asked the clerk to set up second interviews with two of the candidates for Tuesday evening at 8pm and 8:30pm. All board members will be present at these interviews.

*Letters:* The clerk presented a letter from Thomas Mauk. He requested a reduction in his sewer charge due to a broken pipe at an outside faucet. The Board approved to reduce his sewer charges to the normal usage. The Board discussed a letter from Mr. & Mrs. Turk. They complimented the employees for the work they had done to repair the break. They asked that when the ground is repaired, the stone that was put in temporarily be removed and grass be planted in its place. The Board asked that Loeblich be informed of the request and he should make any necessary changes.

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President

Clerk