

**VILLAGE OF PEMBERVILLE
BOARD OF PUBLIC AFFAIRS**

April 6, 2009

Present at the regular meeting of the Board of Public Affairs were Charles Aring, Charles Schulte, Dean Krukemyer, John Lockard, Gale Loebrich, Stephanie Bowe, and the Clerk. Guests in attendance were Steve Heimlich, Gordon Bowman, Marge Cox and Michael Marsh.

Mr. Aring moved for a motion to go into Executive Session.

Mr. Aring made the motion to return to regular session and Mr. Krukemyer seconded that motion and it was unanimously carried. Executive Session was held to discuss pending property issues. It was determined that Michael Marsh would send a letter to the Beekers notifying them of the easement issues and the EPA requirements for no spraying. It is our intent to enforce said requirements and refuse Mr. Beeker's request for \$6,000 farm rental.

The March 16, 2009 minutes were approved.

The following bills were approved.

Electric 5301

Treasurer, State of Ohio	UAN Quarterly Fees	\$	247.50
Treasurer, State of Ohio	Financial Audit	\$	595.09
Cintas Corporation	March Rentals - Uniforms	\$	77.02
Countyline Co-op, Inc.	Supplies	\$	15.34
Union Bank Company	Sale of Garbage Stickers & Utility Bills	\$	10.00
Pemberville IGA	Gasoline	\$	40.37
Steve's Car Care	Gasoline	\$	120.00
Home Depot Credit Svcs.	Drill Bits & Light Bulbs	\$	7.74
PEPCO	Electric Dept. Supplies	\$	2,733.00
BeeGee Rental & Sales	Fix Chain Brake Level; Chains & Oil for Chain Saw	\$	180.93
John Courtney	March Electric Consultant Fees	\$	100.00
OMEGA JV5 AMP-OHIO, Inc.	Pay Debt Principal, Interest and March JV5 Power	\$	16,923.15
OMEGA JV5 AMP-OHIO, Inc.	J ARON Pre-Pay March	\$	3,225.44
American Public Power Assn.	APPA Annual Dues (June 2009-May 2010)	\$	684.89
Airgas Great Lakes	Nitrogen Cylinder Rentals	\$	31.99
	Total Electric	\$	24,992.46

Sewer 5201

Treasurer, State of Ohio	UAN Quarterly Fees	\$	247.50
Treasurer, State of Ohio	Financial Audit	\$	595.09
Cintas Corporation	March Rentals - Uniforms	\$	154.04
Countyline Co-op, Inc.	Supplies	\$	56.58
Union Bank Company	Sale of Garbage Stickers & Utility Bills	\$	10.00
Steve's Car Care	Gasoline	\$	122.00
Lab Safety Supply, Inc.	Misc. Safety Supplies	\$	305.61
Toledo Fence & Supply Co.	Front Gate at Sewer Plant	\$	258.84
Jones & Henry Laboratories, Inc.	Lab Testing	\$	438.90
Home Depot Credit Svcs.	Drill Bits & Light Bulbs	\$	480.79
Bob's Plumbing & Heating	Repair of Check Valve at Water Plant	\$	160.05
	Total Sewer	\$	2,829.40

Wastewater Treatment Plant

Feller, Finch, & Assoc.	Wastewater Treatment Plant Design	\$	17,731.25
	Total Wastewater Treatment Plant	\$	17,731.25

Water 5101

Treasurer, State of Ohio	UAN Quarterly Fees	\$	247.50
Treasurer, State of Ohio	Financial Audit	\$	297.55

Cintas Corporation	March Rentals - Uniforms	\$	6.45
Union Bank Company	Sale of Garbage Stickers & Utility Bills	\$	10.00
MASI	Lab Testing	\$	232.55
Hach Company	Spring, Retaining Pocket II	\$	6.60
Bonded Chemicals, Inc.	Drums of Aqua Mag for S. Water Plant	\$	1,747.10
JD Farms, LLC	Delivery of #6 Stone	\$	217.40
Steve's Car Care	Gasoline	\$	120.22
Bergren Associates, Inc.	Siemens Water Technologies	\$	2,272.00
Culligan of Northern Ohio	Flow Control Drain & Cartridge Assembly	\$	1,062.00
Lab Safety Supply, Inc.	Misc. Safety Supplies	\$	9.90
Home Depot Credit Svcs.	Drill Bits & Light Bulbs	\$	104.79
Northwest Pools, Inc.	Supplies	\$	43.96
Westfield Electric, Inc	Replacement of 3 Hand Off/Auto Switches & Misc Work	\$	3,805.55
USABluebook	#2 Lead Seals	\$	56.06
	Total Water		\$ 10,239.63
 North Water Plant 5703			
Brooks Contracting, Inc	North Water Plant Construction	\$	5,655.00
	Total North Water Plant		\$ 5,655.00
	Total for all Utilities		\$ 61,447.74

WATER

Backflow Prevention: Steve Heimlich handed out a Backflow Prevention Schedule. Mr. Heimlich indicated that he would contact Mr. Marsh regarding update of the current backflow ordinance and then prepare same. Clerk will forward same to Mr. Marsh. Dates on the Backflow Schedule were amended as follows: Update of Current Backflow Ordinance to be completed by July 31, 2009; Public Education is to be completed by June 30, 2009 and distributed with the Consumer Confidence Report on July 1, 2009; Survey and Inspection to be completed by December 31, 2009; and future testing and compliance by February 28, 2010.

It was also discussed that a brief presentation to Council would be made regarding education of backflow prevention. Mr. Heimlich indicated he would prefer a summer meeting. He also said he would get the educational materials to the BPA first and then a meeting with Council would be determined.

Mr. Loebrich would be attending the Ottawa County Backflow Prevention Class on Wednesday, April 8, 2009 in Oak Harbor, Ohio. Mr. Aring felt that the Clerk should also attend to become familiar with the backflow issues. Mr. Heimlich indicated that the Clerk could attend the seminar for free. The Clerk indicated she would be available to attend the seminar.

North Water Plant: Mr. Loebrich gave an update on the North Water Plant. All work has been completed.

Telemetry: Mr. Loebrich indicated that it appeared to be working fine.

Mr. Loebrich also presented a listing of duties for the Recreation and Water Departments. The purpose of this listing is for possible breakdown of jobs into specific billing numbers and would help with monthly inspections. It was felt that this would be a better way to tract expenses and further budget expenses.

ELECTRIC

Tree Trimming: Mr. Lockard discussed removal of several (20) stumps. Quotes have been obtained for removal of the same. It was agreed that Beeker would be removing 14 of the 20 the stumps. Ms. Cox would be obtaining approval from the Tree Commission for removal of the remaining 6 larger tree stumps. Mr. Lockard indicated that he has marked the gas lines near the stumps to be removed. There

was a discussion that it was ultimately the contractor's responsibility to mark the gas lines before removal of the stumps. Mr. Aring thanked Mr. Lockard for doing so but reiterated that it was not his responsibility to do so.

Mr. Lockard presented a handout regarding new service at the Bubbler Bldg. The Engineer has been consulted and the BPA approved same. Mr. Lockard is to speak with AMP-OH to discuss sizing options of the new generator based on the recommendations of the Engineer. Use of the generator was then discussed.

There was a short discussion about the need for a Windmill Ordinance Study.

SEWER

Mr. Schulte discussed the sewer tap permit at 111 Bond Street. It was agreed that we would assist the homeowner with the pending problem but that it was not the Village's responsibility to fix it. It was noted that Mr. Lockard should follow-up in the future to make sure that the problem was resolved.

WASTEWATER PLANT

Ms. Cox and Mr. Bowman indicated that they had attended a meeting in Lima, Ohio on 4/6/09 regarding stimulus money allocations and our need for wastewater plant funding. They would be contacting Randy Gardner and Mark Wagner for assistance in our funding request. There is an OWDA meeting on 4/8/09 in Findlay, Ohio regarding funding issues and Mr. Bowman and Ms. Cox indicated that they would be attending the same.

Mr. Schulte initiated a discussion about several questions or concerns that he has with the blueprints for the new wastewater plant. Said concerns were noted on the blueprints and will be discussed with the Engineer/Architect. He indicated that Steve Darmofal should be invited to the next BPA meeting. The Clerk will contact Mr. Darmofal regarding the same.

MISCELLANEOUS

Stephanie Bowe requested permission to pay an outstanding invoice to Westfield Electric in the amount of \$3,805.55. Apparently, in the transition of personnel, a purchase order has not been completed for this invoice. Mr. Aring moved for a motion to pay said invoice. Mr. Krukemyer seconded said motion and it was unanimously approved that Ms. Bowe issue payment for the Westfield Electric invoice in the amount of \$3,805.55.

Vacation requests were made and reviewed by Mr. Aring.

There was a brief discussion about how Mr. Heimlich would be paid. He is to receive PERS benefits but no vacation or sick time is to be accrued. Mr. Heimlich is considered a consultant. Mr. Aring contacted Mr. Heimlich by phone and it was determined that he would turn his hours into the office on a monthly basis and would be paid according to the office's payroll schedule. Ms. Bowe will be getting paperwork to Mr. Heimlich and inform him of the payroll schedule.

The meeting was adjourned at 9:45 p.m.