

**VILLAGE OF PEMBERVILLE  
BOARD OF PUBLIC AFFAIRS  
January 19, 2010**

Present at the regular meeting of the Board of Public Affairs were Charles Schulte, Dean Krukemyer, Tom Oberhouse, and the Clerk. Guests in attendance were Bob Kuhlman, Kell Shaffer, Pam Poling, Steve and Cheryl Hyatt and Dan Buckenmeyer.

The January 4, 2010 minutes were approved.

The following bills were approved for payment:

|                            |                                   |                     |
|----------------------------|-----------------------------------|---------------------|
| <b>Electric 5301</b>       |                                   |                     |
| Hilty Office Supply        | Office Supplies                   | \$ 78.19            |
| AMP-Ohio, Inc.             | NWASG Power Billing December 2009 | \$ 71,461.95        |
| OMEGA JV5                  | Principal, Interest & Hydro Power | \$ 13,814.49        |
| AirGas Great Lakes         | Nitrogen Cylinder Rentals         | \$ 33.23            |
| Power Line Supply Co.      | Supplies                          | \$ 217.86           |
| John Courtney              | Misc. Study Services              | \$ 1,500.00         |
| John Courtney              | January Consultant Fees           | \$ 100.00           |
| Verizon North              | Monthly Service                   | \$ 70.17            |
| Eisenhour Motor Sales      | Service                           | \$ 127.40           |
| Union Bank                 | Monthly Service                   | \$ 10.00            |
| Nextel Communications      | Monthly Services                  | \$ 31.39            |
|                            | <b>Total Electric</b>             | <b>\$ 87,444.68</b> |
| <b>Sewer 5201</b>          |                                   |                     |
| Hilty Office Supply        | Office Supplies                   | \$ 78.20            |
| OUPS                       | Annual GVT LBP Min Fee            | \$ 25.00            |
| Verizon North              | Monthly Services                  | \$ 70.17            |
| Nextel Communications      | Monthly Services                  | \$ 38.70            |
| Eisenhour Motor Sales      | Service                           | \$ 87.98            |
| Union Bank                 | Monthly Services                  | \$ 10.00            |
| Brown Supply Co.           | Paper & Cleaning Supplies         | \$ 41.01            |
|                            | <b>Total Sewer</b>                | <b>\$ 351.06</b>    |
| <b>Water 5101</b>          |                                   |                     |
| HD Supply Waterworks       | Clamps, Valves & Pumps            | \$ 917.35           |
| Hilty Office Supply        | Office Supplies                   | \$ 78.20            |
| Perrysburg Pipe & Supply   | Clamps                            | \$ 221.88           |
| OUPS                       | Annual GVT LB P Min Fee           | \$ 25.00            |
| MASI                       | Lab Testing                       | \$ 78.90            |
| Feller, Finch & Associates | North Water Plant - Add'tl Work   | \$ 1,000.00         |
| Verizon North              | Monthly Services                  | \$ 70.17            |
| Nextel Communications      | Monthly Services                  | \$ 48.54            |
| Union Bank                 | Monthly Services                  | \$ 10.00            |
|                            | <b>Total Water</b>                | <b>\$ 2,503.47</b>  |
|                            | <b>Total for all Utilities</b>    | <b>\$ 90,299.21</b> |

**ELECTRIC**

The Clerk presented on Mr. Lockard's behalf the following information: There needs to be a tree taken down at 117 Forest Avenue, Bruce Lowry's home wherein the tree has grown over the electrical lines and is in the primary. Mr. Lockard would like to remove the dead part of the tree and the branches that would affect our service. The Board granted approval for the removal of the tree, but only for the affected area. The customer would be responsible for removing the entire trunk and stump. Clerk indicated that Dueco had finished and returned the line truck. Elmore Road work has been completed and there is no need for

further clean-up. The Clerk presented an order that Mr. Lockard would like to place with Power Line Supply in the amount of \$2,682.80 for supplies needed in the course of general business. The Clerk indicated that Mr. Lockard has two more quotes on their way but they had not been received at the time of the board meeting. The board approved the purchase from the lowest quote and the purchase was not to exceed \$2,682.80. The Clerk also presented some information regarding L. Brothost's property. Mr. Lockard had indicated that this was not an electrical problem but that he would cut back a few tree branches and would add a bit of dirt in the spring to cover an area that was exposed from a previous stump removal.

## **WATER**

The Board passed a resolution for a water rate increase effective with March's water usage to be billed in April, 2010. The rate will be increased by \$1.00 in the base price and \$.75 per 1000 gallons thereafter. Water tap charges will remain the same.

Mr. Schulte gave a brief update on the last water break at Bierley Avenue and St. Rt. 105 (Front St.).

## **SEWER**

Mr. Schulte handed out for review a copy of the Draft Agreement for the Treatment of Wastewater between the Village of Pemberville, Ohio and the Northwestern Water & Sewer District.

## **MISCELLANEOUS**

Mr. Kuhlman was presented to discuss the Village's policies regarding delinquent utility accounts that were customer's/tenants of his properties. There was a discussion regarding the same. It was determined that the Board would write-off the outstanding balance of \$79.19 for Account No. 01-0300-8 since Mr. Kuhlman had been given the incorrect information on this account back in 2008 when the tenant vacated.

Mr. Shaffer, Ms. Poling, Mr. and Mrs. Hyatt and Mr. Buckenmeyer were all present to discuss their delinquent utility accounts. The board meet with each of them individually to determine what payment arrangements would be made. Clerk is to follow-up with each customer to outline each of their agreed payment arrangements. There were two delinquent customers that did not show for the meeting last night and those accounts would be dealt with according to previous notices.

There was a brief discussion regarding division of Mr. Heestand's time between the sewer department and the electrical department. Mr. Schulte made a motion to divide Mr. Heestand's 40 hour week between the sewer department and the electric department effective retroactively to December 20, 2009. Mr. Krukemyer seconded the motion and it was unanimously carried.

The Clerk presented dates that the Aring's would be available for a thank-you celebration for Charlie Aring for his service on the Board of Public Affairs. It was decided that February 26, 2010 would be set aside for that celebration. Clerk will generate an invitation to those invited.

There was a brief discussion regarding electrical service at 216 Martin Avenue. Clerk is to follow-up with Mr. Lockard regarding this account.

Mr. Schulte indicated that he would not be available for the next schedule board meeting – February 1, 2010. Therefore, the meeting will be cancelled and the board will meet on the next scheduled date of February 15, 2010. Clerk will contact board members, if necessary, for bill approval, etc. before that time.

The Clerk handed out for review a copy of the current shut-off policy for the Village. Said policy needs to be updated and will be in the near future.

With no further business to discuss, the meeting was adjourned at 10:00 p.m.

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President

Clerk