

**VILLAGE OF PEMBERVILLE  
BOARD OF PUBLIC AFFAIRS  
December 6, 2010**

Present at the regular meeting of the Board of Public Affairs were Charles Schulte, Dean Krukemyer, Tom Oberhouse, Brian Heestand, John Lockard, Gale Loebrich and Marcy Abke, the Clerk. Guests in attendance were Marge Cox and Gordon Bowman. The meeting was called to order at 7:00 p.m. by Mr. Schulte.

The November 15, 2010 minutes were approved.

The following bills were approved for payment:

<b>Electric 5301</b>		
Omega JV5	Principal & Interest and Omega JV5	\$ 15,039.83
Omega JV2	Omega JV2 Power	\$ 91.15
AMP-OHIO	J Aron November 2010	\$ 3,129.93
Air Gas Great Lakes	Nitrogen Rentals	\$ 35.95
Sandusky Electric	Conduit for New Pump Station	\$ 206.21
John Courtney	December Consultant Fee	\$ 100.00
Steve's Car Care	Gasoline & Tires for Truck	\$ 504.01
Creative Microsystems, Inc.	Utility Computer Services	\$ 887.84
MT Business Technologies, Inc.	Copy & Maintenance Fee	\$ 15.45
Union Bank Co.	Utility Collection	\$ 10.00
Pemberville IGA	Gasoline	\$ 62.11
Brown Supply Co.	Paper Supplies	\$ 41.01
Hilty Office Supplies	Office Supplies	\$ 125.60
Cintas Corporation	Rentals - Uniforms & Mats	\$ 110.89
Countyline Co-op, Inc.	Supplies	\$ 11.44
	<b>Total Electric</b>	<b>\$ 20,371.42</b>
<b>Sewer 5201</b>		
Duane Martin	2010 Land Rent for Sludge	\$ 1,250.00
Charles Aring	2010 Land Rent for Sludge	\$ 1,250.00
Tractor Supply Co.	Winter Weather Gear - Heestand/Sheets	\$ 150.95
Lab Safety Services	Latex Gloves for WWTP	269.22
Adkins Sanitation	Lift Station Vac'ing	\$ 1,300.00
Duane Martin	2010 Tractor Rental	\$ 2,462.50
Steve's Car Care	Gasoline	\$ 57.96
Creative Microsystems, Inc.	Utility Computer Services	\$ 887.83
MT Business Technologies, Inc.	Copy & Maintenance Fee	\$ 15.45
Union Bank Co.	Utility Collection	\$ 10.00
Brown Supply Co.	Paper Supplies	\$ 41.01
Hilty Office Supplies	Office Supplies	\$ 125.61
Cintas Corporation	Rentals - Uniforms & Mats	\$ 59.22
Countyline Co-op, Inc.	Supplies	\$ 53.87
Ohio Treasurer, Kevin Boyce	Loan Payment - Joyce Avenue Sewer Main	\$ 1,074.40
Columbia Gas Co.	Service	\$ 20.40
	<b>Total Sewer</b>	<b>\$ 9,028.42</b>
<b>Water 5101</b>		
MASI	Lab Testing	\$ 424.10
HD Supply Waterworks	12 New Water Meters	\$ 2,766.43
Ohio Section AWWA	2010 Safe Drinking Water Act Seminar	\$ 125.00
Adkins Sanitation	Catch Basin Cleaning	\$ 975.00
The Kessler Tank Co.	Flapper Valve and Man way Fabricating	\$ 2,000.00
Steve's Car Care	Gasoline, etc.	\$ 111.85
Creative Microsystems, Inc.	Utility Computer Service	\$ 887.83
MT Business Technologies, Inc.	Copy & Maintenance Fee	\$ 15.45

Union Bank Co.	Utility Collection	\$	10.00
Brown Supply Co.	Paper Supplies	\$	40.82
Hilty Office Supply	Office Supplies	\$	35.00
Cintas Corporation	Rentals - Uniforms & Mats	\$	62.33
Countyline Co-op, Inc.	Supplies	\$	27.32
	<b>Total Water</b>	\$	<b>7,481.13</b>
	<b>Total for all Utilities</b>	\$	<b>36,880.97</b>

## **WATER**

Mr. Loebrich discussed the water break that occurred on 12/2/10 and subsequent gas line break caused by the frost teeth on the backhoe. There was a discussion regarding changing out the frost teeth. It was determined that Mr. Loebrich would check into what was available and pricing for the same, and report his findings back to the board.

Mr. Loebrich then indicated that the float at the water tower had been repaired. He indicated that the spigot and flapper at the storm sewer needed to be addressed for drainage. There was a discussion regarding the same. It was determined that Mr. Loebrich should purchase the necessary parts to add a 45" pipe with reducer and plastic grate. Total cost of this repair should be approximately \$160.00.

The generator at the south water plant was discussed briefly.

## **ELECTRIC**

Mr. Lockard indicated that he would be attending a NWASG meeting in Oberlin, Ohio on 12/7/10.

Mr. Lockard then indicated that he had received Mr. Courtney's recommendation as it pertains to participation in the AMPGS replacement power 7 x 24 base load. It is Mr. Courtney's recommendation that the Village NOT participate in this proposed plan due to the decrease in demand since Modine has left the Village.

Mr. Lockard proceeded with a request to assist the Village of Bradner on December 20<sup>th</sup> to set a pole and transformer. Mr. Lockard indicated that the Village of Bradner did not own a line truck. There was a brief discussion regarding the same and it was determined that Mr. Lockard would assist the Village of Bradner and then bill them for his time.

Mr. Lockard then indicated that he had spoken to Elliott's regarding placement of a dumpster for removal and sale of scrap steel. There was a discussion regarding the same. It was determined that the board would revisit this issue in the spring.

## **SEWER/ NEW WASTEWATER TREATMENT PLANT**

Mr. Heestand indicated that the new WWTP was at substantial completion. He indicated that there a few punch list items that needed to be addressed and that the driveway situation would be completed in the spring. There was a discussion regarding the same.

The new pump station was underway and within the 30-day project completion period. Repairs to Memorial Drive and library parking lot were discussed. Grading and grass seeding would be done in the spring.

Mr. Heestand indicated that they were in need of a larger dumpster for their Huver Screener at the plant. There was a brief discussion regarding the same. Clerk is to follow up with Buckeye Sanitation and report back to Mr. Heestand.

A contract with Cummins Bridgeway for service to the generator was discussed. As of meeting time, we had not received the same. There was discussion regarding this matter.

Mr. Heestand indicated that he needed to purchase metal blades for the Partner/Cutoff saw and quotes were discussed. It was determined that Mr. Heestand could make the purchase from Wellman Rental in the amount of \$128.50 per box.

Mr. Heestand then indicated that he needed to purchase 2-1/2" nipples to properly install the new blower into the sludge building. It was originally thought that they could use the old nipples for installation of the new blower, but those proved to be too short. There was a brief discussion regarding the same and it was determined that he should purchase the 2-1/2" nipples in order to properly maintain the new blower.

Mr. Schulte then addressed Mr. Heestand regarding the purchase of winter gear and new boots. There was a brief discussion regarding the same. It was determined that it would be board policy to have winter gear purchased approved PRIOR to purchase on an "as needed" basis. It was also determined that the board would authorize \$75.00 toward the purchase of new safety boots (OSHA mandated) every two years.

### **MISCELLANEOUS**

Mr. Bowman addressed the board regarding Mr. Alton Beeker's inability to dig graves for the Township. Mr. Beeker had been digging graves at a rate of \$100 per grave. Mr. Bowman wondered if the Village would be interested in taking over that responsibility for the Township. After a brief discussion regarding the same, it was determined that this question should be posed to Village Council rather than the BPA since Mr. Bourdo and Mr. Bruning would most like be doing the work. The board did indicate that the utility workers would be more than happy to assist when needed in digging the graves if Council did decide they wanted to take over that responsibility.

Mrs. Abke then addressed the board with concerns over some delinquent accounts. There was a brief discussion regarding the same.

The new disconnection policy and shut-off notice was distributed at the last meeting and changes were discussed. The new policy will go into effect on January 1, 2011.

The Board then reviewed budget surveys that had been completed by each department.

With no further business to discuss, the meeting was adjourned at 9:00 p.m.