

**VILLAGE OF PEMBERVILLE
BOARD OF PUBLIC AFFAIRS**

July 18, 2011

Present at the regular meeting of the Board of Public Affairs were President Charles Schulte, Tom Oberhouse, Dean Krukemyer, Brian Heestand, John Lockard, and Sandy Miesmer, the Clerk. Guest in attendance was Marge Cox. The meeting was called to order at 7:05 p.m. by President, Charles Schulte. Misc. adjustments were reviewed and approved by Board.

The following bills were approved for payment:

Electric 5301

AMP INC.	JUNE POWER INVOICE	\$	58,378.40
DUECO	INSURANCE DEDUCTABLE	\$	500.00
NEXTEL	MONTHLY SERVICE	\$	31.32
TREASURER OF STATE	SPECIAL AUDIT	\$	2,194.42
JOHN COURTNEY	CONSULTING FEE	\$	100.00
POSTMASTER	MAILING PERMIT	\$	63.34
STEVE FIRSDON	GASOLINE	\$	246.04
FRONTIER	MONTHLY SERVICE	\$	57.91
COUNTYLINE COOP	SUPPLIES	\$	61.60
SD MYERS INC	PAC FOR TESTING TRANSFORMER	\$	370.00
ABM	ANNUAL MAINTENANCE FOLDING MACHINE	\$	66.33
COMPMANAGEMENT	WORK COMP	\$	266.32
UNION BANK	GARBAGE STICKER	\$	10.00
AIRGAS GREAT LAKES	NITROGEN CYLINDER	\$	38.70
MT BUSINESS TECHNOLOGY	PRINTING COPIES	\$	17.75
	Total Electric	\$	62,402.13

Sewer 5201

NEXTEL	MONTHLY SERVICE	\$	51.01
STEVE FIRSDON	GASOLINE	\$	94.00
MT BUSINESS TECHNOLOGY	PRINTING	\$	17.75
UNION BANK	GARBAGE STICKER	\$	10.00
COUNTYLINE COOP	SUPPLIES	\$	63.78
	ANNUAL MAINTENANCE FOLDING MACHINE	\$	66.33
ABM	WORK COMP	\$	275.71
COMPMANAGEMENT	MAILING PERMIT	\$	63.33
POSTMASTER	SPECIAL AUDIT	\$	2,232.34
TREASURER OF STATE	MONTHLY SERVICE	\$	143.23
FRONTIER		\$	
	Total Sewer	\$	3,017.48

Water 5101

NEXTEL	MONTHLY SERVICE	\$	31.32
STEVE FIRSDON	APC 1300 BATTERY LCD 600	\$	242.03
MT BUSINESS TECHNOLOGY	METERS	\$	17.75
HACH COMPANY	SUPPLIES	\$	423.98
MASI	LAB TESTING	\$	33.50
POSTMASTER	MAILING PERMIT	\$	63.33
	ANNUAL MAINTENANCE FOLDING MACHINE	\$	66.34
ABM	GARBAGE STICKER	\$	10.00
UNION BANK	LEAK DETECTION SERVICE	\$	300.00
AQUA-LINE	WORK COMP	\$	191.03
COMPMANAGEMENT		\$	

HD SUPPLY WATERWORKS	METERS AND CAPITAL SUPPLIES	\$	920.07
TREASURER OF STATE	SPECIAL AUDIT	\$	2,180.21
FRONTIER	MONTHLY SERVICE	\$	70.32
COUNTYLINE COOP	SUPPLIES	\$	7.39
	Total Water	\$	4,557.27
	Total for all Utilities	\$	69,976.88

SEWER

Brian stated the punch list is still being worked on for the Wastewater/sewer Treatment project. He said the SBR tank still needs to be emptied to finish the repairs. Our equipment has been used to get the tank down to sludge but our equipment cannot pump the bottom sludge. We will provide our equipment to haul the sludge, but contractor needs to empty and complete repairs. Tank 2 also has crack high in tank to be fixed.

Brian will complete the fencing around pump station prior to the start of the fair.

Kuntry Haven Contractors accepted the bid for work on the ADA ramp and sidewalk to Scout Cabin. Work will begin July 25, 2011.

Brian requested a clarification on the cell phone policy. The Board will ask the personnel committee to review and update.

WATER

Gale was not present for the meeting. Clerk made Board aware that Gale had not been able to get a second quote for replacement of Water Softner Resin. Quote from Culligan will be reviewed at a later date. Sidewalk repairs to Front St. from water line break last winter will be done the week of July 25, 2011.

ELECTRIC

John informed Board the bucket truck has a broken hose and taking truck to Medina July 19th for repairs.

John discussed meeting with Auditors about KWH tax that was approved to be added to bills. The Auditor does not see that this occurred. Stephanie has a request/work order into CMI to check this out. We are hoping to have this resolved for August billing.

The oil sample test results are back and better than last year. John was pleased with the results. Board would like to know which transformers and are they numbered?

John is requesting new shoes. He has placed order and by previous Board approval, will be reimbursed for \$75.00.

Marge asked about a contract for Hirzel at the old Modine Plant, said Auditors may want this. After discussion, Board requested Marge, John, and Sandy review contracts for Modine and Hirzel's and report back to Board.

MISCELLANEOUS

Pemberville Library has requested forgiveness for penalty because accountant forgot to pay bill. Rules say can forgive one a year, so Board approved. Requests for payment on Wastewater/sewer Treatment

Plant have been requested. Marge will review with Stephanie and pay appropriate amounts. Clerk stated Auditor has suggested a written policy be in place for a grace period on Utility bills. Board asked Clerk to draft a policy and bring to next meeting. Clerk stating Stephanie is looking at switching cell phone carrier to Verizon. Board stated to verify will not affect alarm systems at plants.

With no further business to discuss, the meeting was adjourned at 9:20 P.M. The next meeting will be August 1,, 2011 in Council chambers at 7:00PM.

President

Clerk