

**VILLAGE OF PEMBERVILLE  
BOARD OF PUBLIC AFFAIRS  
June 4, 2012**

Present at the regular meeting of the Board of Public Affairs were President Chuck Schulte, Tom Oberhouse, Dean Krukemyer, John Lockard, Gale Loebrich, and Sandy Miesmer, the Clerk. Guest's in attendance were Mayor Bowman, Vic Schuerman, and Marge Cox. The meeting was called to order at 7:00 p.m. by President, Chuck Schulte. Minutes from the May 14, 2012 meeting were approved with a motion from Dean Krukemyer and the second by Tom Oberhouse.

The following bills were approved for payment.

**Electric 5301**

HD SUPPLY	LIGHTING SUPPLIES	\$	858.00
GRAINGER	GANG DECORATOR TIMERS	\$	44.48
HILTY OFFICE SUPPLIES	OFFICE SUPPLIES	\$	43.15
HI-TECH FORMS	UTILITY BILL FORMS	\$	255.32
MT BUSINESS TECH	COPY MAINTENANCE FEE	\$	23.80
JOHN CORTNEY	JUNE RETAINER	\$	100.00
CINTAS	UNIFORM RENTALS	\$	94.16
STEVE FIRSDON	GASOLINE	\$	395.92
AMP	J-AARON	\$	3,229.78
BROWNSTONE	CAPITAL SUPPLIES	\$	367.25
VERIZON WIRELESS	CELL PHONE SERVICE	\$	24.11
	<b>Total Electric</b>	<b>\$</b>	<b>5,435.97</b>

**Sewer 5201**

BAY TRACTOR TURF	MOWER DECK WHEEL AND BLADES	\$	69.94
HILTY OFFICE SUPPLIES	OFFICE SUPPLIES	\$	43.15
HI-TECH FORMS	UTILITY BILL FORMS	\$	255.31
BROWN SUPPLY CO.	PAPER/CLEANING SUPPLIES	\$	62.41
MT BUSINESS TECH	COPY MAINTENANCE FEE	\$	23.80
CINTAS	UNIFORM RENTAL	\$	73.11
STEVE FIRSDON	GASOLINE	\$	161.51
ADKINS	CLEAN STORM SEWER (5202)	\$	975.00
WESTWOOD AUTO PARTS	V-BELT	\$	23.74
VERIZON WIRELESS	CELL PHONE SERVICE	\$	24.11
	<b>Total Sewer</b>	<b>\$</b>	<b>1,712.08</b>

**Water 5101**

MASI	LAB TESTING	\$	228.10
KESSLER TANK CO.	REPAIR WATER TOWER LEAK	\$	2,500.00

HILTY OFFICE SUPPLIES	OFFICE SUPPLIES	\$	43.15
HI-TECH FORMS	UTILITY BILL FORMS	\$	255.31
BONDED CHEMICAL	AQUA-MAG CHLORINE	\$	1,070.55
MT BUSINESS TECH	COPY MAINTENANCE FEE	\$	23.80
CINTAS	UNIFORM RENTAL	\$	59.11
STEVE FIRSDON	GASOLINE	\$	294.36
VERIZON WIRELESS	CELL PHONE SERVICE	\$	24.11

<b>Total Water</b>	<b>\$</b>	<b>4,498.49</b>
--------------------	-----------	-----------------

<b>Total for all Utilities</b>	<b>\$</b>	<b>11,646.54</b>
--------------------------------	-----------	------------------

**SEWER**

Clerk provided a copy of February 6, 2012 minutes which stated no decision made yet on the warranty. Board instructed Clerk to have Landry discuss with Feller & Finch and report back at next meeting.

**WATER**

Gale informed Board of the water leak in the water tower. Kessler Tank Co. was called in to fix the leak. Board asked Gale to remind them that when we empty the tower for cleaning or repairs, we need to fix the riser pipe.

As discussed at the previous meeting, Tonka did send in quote for re-plumbing North Water Plant to use treated water. The quote for \$17,954.00 includes them supplying the necessary equipment and programming. This will also include doing all paperwork for the EPA. We would have to hire separate contractors for plumbing and electrical. The Board asked Gale to work on these quotes. Once all quotes are in, Marge Cox will work with Stephanie Bowe to see if a special ordinance is required or can treat as three separate contracts. Gale has contacted six contractors, three have looked at the project, but only one quote so far.

**ELECTRIC**

John presented quote for new street lights at \$2600.00 rather than replacing bulbs to compare prices. John was asked to come back with cost of retro fitting and bulbs before final decision will be made.

John did talk to Landry about security lights at treatment plant and they are not under warranty. Board approved purchase of bulbs.

John then explained the situation with fire station generator that was installed by outside contractor several years ago. John wrote letter to explain our involvement. Clerk then emailed Mike Marsh a copy. He in turned called John and said the letter was fine to send.

John briefly explained that articles in paper regarding the Amp Prairie State project were inaccurate and project progressing normally.

It is time for oil samples to be tested in electrical transformers. SD Meyers sent John a quote to purchase the required kits. Board approved.

The Board then had a brief discussion regarding power outages, specifically when John is not on duty. The Board approved Brian Heestand permission to automatically come in if called on a power outage. Clerk will provide Brian a memo stating this.

### **MISCELLANEOUS**

No Misc. adjustments to be approved.

Clerk presented Board the listing of inactive utility accounts with balances due and explained steps being taken to collect.

Clerk also presented copies of correspondence with owner of properties at 315 Bond St. and 121 Main St. Both properties have outstanding utility bills from previous renters. The Board approved a payment arrangement of \$250.00/month on the Bond St. property and \$200.00/month on the Main St. property. Clerk will write a letter explaining decision.

The Board approved replacing a tree at the Rollo residence on Front St. from a water line break last winter. Gale is to talk to them and explained they have been approved to purchase a medium size tree at North Branch Nursery.

Genevieve Walston sent in letter asking for a one- time penalty forgiveness. Clerk stated the last penalty forgiven for this property was November 2010. Dean Krukemyer made a motion to approve with the second by Tom Oberhouse. Board approved.

The final discussion centered on the hours utility workers are spending at the pool for maintenance. Gordon and Marge agreed this should be included in the annual cost of running the pool. Marge will work with Stephanie Bowe to create a spreadsheet to record these hours.

With no further business to discuss, the meeting was adjourned at 8:30P.M. The next meeting will be Monday June 18, 2012 in Council Chambers.

---

President

Clerk