

**VILLAGE OF PEMBERVILLE  
BOARD OF PUBLIC AFFAIRS  
July 16, 2012**

Present at the regular meeting of the Board of Public Affairs were President Chuck Schulte, Dean Krukemyer, Tom Oberhouse, Gale Loebrich, Landry Sheets, John Lockard, and Sandy Miesmer, the Clerk. Guest's in attendance were Vic Schuerman, Larry Baxa from Rural Community Assistance Program, Jennifer Meece, and Bill Long. The meeting was called to order at 7:00 p.m. by President, Chuck Schulte. Minutes from the July 2, 2012 meeting were approved with a motion from Dean Krukemyer and the second by Tom Oberhouse. Motion passed.

Jennifer Meece came to the meeting to discuss their rental property at 315 Bond St. Previous renters moved out leaving a large utility bill. They can afford to pay \$25.00 per month now and will increase to \$250.00 per month in November or December once car is paid off. She did question how to keep this from happening in the future. Chuck stated they can collect for utilities themselves and state in lease that failure to pay will result in termination of lease. Board did agree to the above payment arrangement.

The following bills were approved for payment.

**Electric 5301**

TREASURER OF STATE	AUDIT	\$	17.79
ABM	FOLDER/SEALER MAINTAINANCE	\$	67.66
POWER LINE SUPPLY	ELECTRICAL TOOL REPAIRS	\$	50.25
OMEGA JV2	POWER INVOICE	\$	354.63
BEEGEE RENTAL	CHAIN SAW CHAINS	\$	124.36
DUECO	FIBERGLASS FASTENERS	\$	33.49
JOHN CORTNEY	CONSULTANT RETAINER	\$	100.00
AIRGAS GREAT LAKES	NITRO CYLINDER	\$	41.10
POSTMASTER	ANNUAL MAILING PERMIT	\$	63.34
HILTY OFFICE SUPPLIES	SUPPLIES	\$	34.39
STREAKER TRACTOR SALES	REPAIR PARTS	\$	659.07
FRONTIER	PHONE SERVICE	\$	63.71
GRANGER	LAMP SLEEVES	\$	221.76
COUNTY LINE COOP	SUPPLIES	\$	19.81
HYLANT ADMIN SERVICES	LIABILTY INSURANCE/BONDING FEE	\$	3,846.70
COMPMANAGEMENT INC	GROUP RATING BWC PREMIUM	\$	203.39
	<b>Total Electric</b>	<b>\$</b>	<b>5,901.45</b>

**Sewer 5201**

TREASURER OF STATE	AUDIT	\$	17.79
ABM	FOLDER/SEALER MAINTAINANCE	\$	67.67
BAY TRACTOR & TURF	BATTERY/PARTS LAWN MOWER	\$	168.92
JONES AND HENRY	LAB TESTING	\$	1,228.50
ADKINS	VAC LIFT STATIONS	\$	600.00

BERGREN ASSOCIATES	AIR/VACUUM RELEASE VALVE	\$	185.00
SANDUSKY ELECTRIC	METAL HALIDE LAMPS	\$	177.51
POSTMASTER	ANNUAL MAILING PERMIT	\$	63.33
WESTWOOD AUTO PARTS	MISC SUPPLIES	\$	25.71
HILTY OFFICE SUPPLIES	SUPPLIES	\$	34.39
FRONTIER	PHONE SERVICE	\$	152.22
COUNTY LINE COOP	SUPPLIES	\$	5.45
HYLANT ADMIN SERVICES	LIABILTY INSURANCE/BONDING FEE	\$	3,685.83
COMPMANAGEMENT INC	GROUP RATING BWC PREMIUM	\$	257.70

<b>Total Sewer</b>		<b>\$</b>	<b>6,670.02</b>
--------------------	--	-----------	-----------------

**Water 5101**

TREASURER OF STATE	AUDIT	\$	17.79
ABM	FOLDER/ SEALER MAINTAINANCE	\$	67.67
LOWES	DEHUMIDIFIER	\$	197.60
MASI	LAB TESTING	\$	228.10
PERRYSBURG PIPE	REPLACEMENT PARTS-WATER BREAK	\$	397.90
NORLAB	TOILET DYE PACKETS	\$	68.00
HACH CO.	MISC. SUPPLIES	\$	82.25
POSTMASTER	ANNUAL MAILING PERMIT	\$	63.33
HILTY OFFICE SUPPLIES	SUPPLIES	\$	34.39
NORTHWEST POOLS INC	CHEMICALS	\$	286.62
BONDED CHEMICALS	S PLANT CHEMICALS	\$	1,064.55
FRONTIER	PHONE SERVICE	\$	67.30
GRANGER	SAFETY SIGNS	\$	83.70
STREAKER TRACTOR	WHEEL	\$	74.29
COUNTY LINE COOP	SUPPLIES	\$	25.33
HYLANT ADMIN SERVICES	LIABILTY INSURANCE/BONDING FEE	\$	2,595.08
COMPMANAGEMENT INC	GROUP RATING BWC PREMIUM	\$	175.36

<b>Total Water</b>		<b>\$</b>	<b>5,529.26</b>
--------------------	--	-----------	-----------------

<b>Total for all Utilities</b>		<b>\$</b>	<b>18,100.73</b>
--------------------------------	--	-----------	------------------

**SEWER**

Landry touched base on the punch list for the Wastewater Treatment Plant. The Huber Screen is still an issue. Pictures were sent to Steve Darmofal at Feller and Finch showing press zone motor leaking oil. This was sent July 9, 2012. Steve responded July 16<sup>th</sup> stating they would be looking at the problem

Landry stated the mercury sample came back high which is good.

Landry stated Hercules Stamping has approached him about hauling sludge to our drying bed. He told them they would have to meet EPA minimum standards. Chuck questioned once dried what do we do

with it. Landry stated it would need to be hauled to a landfill. Board stated Hercules would need to pay to take the landfill.

## **WATER**

Larry Baxa from Rural Community Assistance Program was invited to the meeting to discuss water rates and funding sources for capital improvement projects. He handed out several brochures explaining how to determine water and sewer costs based on MHI (medium household income). He stated could do a short class on rate setting which would be 45 minutes to 1 hour.

He then went over a handout on funding sources for public water and wastewater projects. One of the easiest and fastest sources of funding is OWDA (Ohio Water Development Authority). He also suggested more frequent rate raises.

One of the things they offer is to conduct a rate study. The cost for a single rate study is \$4800.00. A dual rate study is \$7800.00. The Board thanked him for the informative information and his time.

Gale stated that he got a quote from Jim Watson of Watson Well drilling to do a test well. The well would be a 6" well at 250 ft for a cost of \$5000.00. Chuck asked Gale to find out if that cost included closing of the well if no water source is found. Board approved test well provided Gale checks with EPA.

Tire Center LLC has approached all utility departments about expanding services to the building they own across the street. The intent is to move offices to this space so they can expand operations in other building. They would have to get EPA approval and pay for the hook-up. They would have to annex the properties to the Village and a sewer line would have to be taken to the end of the property line.

## **ELECTRIC**

John received a request from AMP for the City of Toledo to join the Northern Pool Power. John Courtney also sent a memo stating he would recommend approving the request. Tom Oberhouse made a motion to approve with the second from Dean Krukemyer. The Board approved.

Tire Center has also approached John about the expansion. He has not talked to them yet, but will and report back to the Board.

Oil results tested in transformers came back normal.

## **MISCELLANEOUS**

7 misc. adjustments were approved.

Board then discussed coming up with a list of projects for the Water Department by the next meeting to determine what kind of funding we would need. Clerk was directed to find out when the last rate study was conducted, when was the last rate increase, verify current rates, and find out if any loans outstanding for water projects and if so what are pay off dates.

Clerk shared a letter from Sharon Ruffert-Ehrlichman asking for a 1-time sewer forgiveness for 430 Hickory St. Normal usage is under 1000 gallons because no one presently lives in the house. The usage was 7000 gallons this time. Board approved an adjustment of \$34.20.

Clerk was also asked to set up having Larry Baxa present the rate study course at the next meeting.

A vacation request for Landry Sheets was shared with the Board for December 26-28, 2012. Clerk has determined that Brian Heestand will be available to cover those dates and John and Brian would be available to do the weekend coverage. With this information, the Board approved the request.

With no further business to discuss, the meeting was adjourned at 9:40P.M. The next meeting will be Monday August 6, 2012 in Council Chambers.

---

President

Clerk