

**VILLAGE OF PEMBERVILLE  
BOARD OF PUBLIC AFFAIRS  
FEBRUARY 4, 2013**

Present at the regular meeting of the Board of Public Affairs were Chuck Schulte, Tom Oberhouse, Dean Krukemyer, Gale Loeblich, Randy Ross, Landry Sheets, John Lockard, and Sandra Miesmer, clerk. Guests present were Marge Cox, Eric Campbell, Bill Long, Eileen Schuerman, Mayor Bowman and Joe Hirzel Jr. The meeting was called to order at 7:00 p.m. by Chuck Schulte. Minutes from the January 7 and 28, 2013 were approved with a motion by Tom Oberhouse and the second by Dean Krukemyer. Motion passed.

The following bills were approved for payment.

**Electric 5301**

CINTAS	RENTALS-UNIFORMS, RUGS	\$	90.03
VERIZON WIRELESS	CELL PHONE SERVICE	\$	24.05
MT BUSINESS TECH	COPY/MAINTENANCE FEE	\$	19.98
HILTY OFFICE SUPPLY	OFFICE SUPPLIES	\$	39.94
UNION BANK	UTILTY BILL COLLECTION	\$	10.00
JOHN CORTNEY	CONSULTANT FEE	\$	100.00
<b>Total Electric</b>		<b>\$</b>	<b>284.00</b>

**Sewer 5201**

CINTAS	RENTALS-UNIFORMS, RUGS	\$	70.08
EISENHOUR MOTORS	SEWER TRUCK REPAIRS	\$	325.33
VERIZON WIRELESS	CELL PHONE SERVICE	\$	24.05
MT BUSINESS TECH	COPY/MAINTENANCE FEE	\$	19.98
HILTY OFFICE SUPPLY	OFFICE SUPPLIES	\$	39.94
UNION BANK	UTILITY BILL COLLECTION	\$	10.00
CITY OF PERRYSBURG	SLUDGE PROCESSING	\$	439.20
JONES & HENRY	LAB TESTING	\$	566.30
<b>Total Sewer</b>		<b>\$</b>	<b>1,494.88</b>

**Water 5101**

CINTAS	RENTALS-UNIFORMS, RUGS	\$	186.12
VERIZON WIRELESS	CELL PHONE SERVICE	\$	24.05
MT BUSINESS TECH	COPY/MAINTENANCE FEE	\$	19.98
HILTY OFFICE SUPPLY	OFFICE SUPPLIES	\$	94.88
UNION BANK	UTILITY BILL COLLECTION	\$	10.00
NORTHWEST POOLS	CHLORINE AND MISC SUPPLIES	\$	779.00

BUCKEYE SANITATION	SPOT BOX	\$	65.00
	<b>Total Water</b>	<b>\$</b>	<b>1,179.03</b>
	<b>Total for all Utilities</b>	<b>\$</b>	<b>2,957.91</b>

Joe Hirzel came to the meeting to discuss an increase of 20,000 gallons of water during Hirzel/Pemberville Foods prime season. He is requesting a 4" line to building with restrictor to 2" line but would have the ability to open if other 2" line went down. Chuck stated the Board would have to review the ordinance pertaining to this to determine who pays for what. Joe stated the plant would also like to tap into the sanitary sewer system. He shared a drawing with the Board and a discussion followed. Joe stated his goal was to bring his requests to the Board so they could start looking at costs and how to proceed. The Board thanked Joe for coming.

**WATER**

Randy asked the Board for permission to attend a review class in Columbus in preparation for his test. Board approved the normal mileage, meal costs, and hotel rates.

Gale wanted to go to a class in Wilmington Ohio for continuing Education classes. Tom questioned the need since he will be retiring. Board told him to watch for a class closer to the Village.

Randy informed the Board well 10 should be up and running in hopefully the next two weeks. The heater is not working correctly at the North Water Plant and stays set at 97\*. Randy authorized to call the company to determine the problem and report back to Board. The Board also approved the purchase of a second de-humidifier for the plant.

The Board also approved the purchase of two well caps and electrical conduit for wells 7 and 9, a fix mandated by the EPA.

Gale reminded the Board that the Workman's Comp evaluation stated the second brine container needs to be closed off and that the Board needs to respond.

There was a brief discussion on the Village water system and whether to go with Northwest Water Sewer District or continue to maintain our own system. Consensus was to maintain our own water plants. Chuck then brought up the question of determining an Engineer for the South Water Plant and possible other projects and how the Board would like to proceed. The Board decided to hold a special meeting Monday February 11, 2013 at 7:00 PM to interview Engineers. Bill Long and Gale Loebrich will work on who to bring in.

The final discussion under water was the recent evaluation survey of the Pemberville Water System conducted December 19, 2012 by the EPA. The Board addressed the required elements, many of which will be resolved with the hire of an Engineer and the work to be done at the South Water Plant. The approval of well caps and electrical conduits for wells 7 and 9 also was addressed in the survey. Following the discussion, Gale, Randy, and Sandy were advised to draft the response letter to the EPA and present at the next meeting.

## **SEWER**

Landry is continuing to work on the problems with the Huber Screen. They are doing more pumping tests when weather permits. He also discussed the pump station lids, especially Bierley Ave. since we will be doing work for Hirzel's. This could be done at the same time.

Landry will be on a conference call with Acquionics regarding UV bulbs and why they keep blowing. Jim from Bergren and Associates is also working with the Village on this problem.

Landry asked the Board for permission to take the water test at the same time as Randy and for the Board to pay for the test. This was approved.

## **ELECTRIC**

Rice Rule's for generator's is still being written. Amp provided information and when they are completely written, we will have to comply.

John requested the purchase of electrical supplies from Powerline. Dean made a motion to approve with the second by Tom. Motion passed.

Dean and Eileen brought up the Schuerman farm and the adjacent woods. Mr. Schuerman has hired Beekers to cut growth that is shading his fields. It was the opinion of the Board he should have come and asked the Board to work at cutting the growth.

## **MISCELLANEOUS**

The Board reviewed proposed appropriations for the year. Several items were explained by Marge Cox and Bill Long so the Board had a better understanding of the process. There was a discussion on capital outlay projects and setting funds aside each year for vehicle purchases as they were needed.

8 misc. adjustments were approved.

The Board approved two penalty forgiveness requests for account 01.0320.5 and 04.5630.1.

The Board then reviewed the policy on the purchase of winter gear and boots for the Utility Department employees. The Board agreed to leave boots at \$75.00 every two years and winter gear at \$75.00 a year and the employee must have prior approval before the purchase to be eligible for reimbursement. The Board will review on a yearly basis.

1 vacation request for Landry Sheets was approved

The Board provided the Mayor with input on water article for the Village newsletter.

With no further business to discuss, the meeting was adjourned at 10:30 P.M. The next meeting will be held Tuesday, February 19, 2013 in Village Office because of President's Day.