

**VILLAGE OF PEMBERVILLE
BOARD OF PUBLIC AFFAIRS
December 16, 2013**

Present at the regular meeting of the Board of Public Affairs were Tom Oberhouse, Dean Krukemyer, Nathan Schultz, Landry Sheets, and Sandra Miesmer, clerk. Chuck Schulte was absent. Guests present were Eric Campbell, Marge Cox, Bill Long, Stephanie Bowe, and Mayor Bowman. The meeting was called to order at 7:00 p.m. by Dean Krukemyer. A motion was made by Tom Oberhouse to approve December 2, 2013 minutes with the second by Dean Krukemeyer. The motion passed. 8 misc adjustments were approved. 1 vacation request was approved.

The following bills were approved for payment.

Electric 5301

VERIZON WIRELESS	CELL PHONES	\$	25.76
AIRGAS	NITROGEN CYLINDER	\$	42.30
POWER LINE SUPPLY	CAPITAL SUPPLIES	\$	653.25
COUNTYLINE COOP	MISC SUPPLIES	\$	93.64
STAPLES	MISC SUPPLIES	\$	32.83
FROBOSE IGA	GASOLINE	\$	160.75
OHIO TRS	UAN QTR FEE FINANCIAL AUDIT	\$	297.95
STEVE FIRSDON	GASOLINE	\$	128.10
MT BUSINESS TECH	COPY MAINTENANCE FEE	\$	29.06
HILTY OFFICE SUPPLIES	OFFICE SUPPLIES	\$	37.31
Total Electric		\$	1,500.95

Sewer 5201

OHIO TRS	LOAN PAYMENT #CT09G	\$	1,074.40
VERIZON WIRELESS	CELL PHONES	\$	25.76
JONES AND HENRY	LAB TESTING	\$	252.00
WESTWOOD AUTO	BELT	\$	11.87
CHARLES ARING	SLUDGE GROUND RENTAL	\$	1,250.00
DUANE MARTIN	SLUDGE GROUND RENTAL	\$	1,250.00
OHIO TRS	ANNUAL DISCHARGE FEE	\$	1,050.00
COUNTYLINE COOP	MISC SUPPLIES	\$	31.09
STAPLES	MISC SUPPLIES	\$	32.83
OHIO TRS	UAN QTR FEE FINANCIAL AUDIT	\$	257.36
STEVE FIRSDON	GASOLINE	\$	104.02
MT BUSINESS TECH	COPY/MAINTENANCE FEE	\$	29.06
HILTY OFFICE SUPPLIES	OFFICE SUPPLIES	\$	37.31

Total Sewer**\$ 5,405.70****Water 5101**

HI-TECH BUS. FORMS	BLANK UTILITY BILLS	\$	326.08
VERIZON WIRELESS	CELL PHONE	\$	52.52
NORTHWEST POOLS	CHLORINE-NORTH PLANT	\$	247.60
MASI	LAB TESTING	\$	502.59
LOWE'S	FAUCET AND BATTERIES	\$	89.97
OHIO TRS	LICENSE TO OPERATE PLANTS	\$	1,190.40
COUNTYLINE COOP	MISC SUPPLIES	\$	45.99
STAPLES	MISC SUPPLIES	\$	32.83
OHIO TRS	UAN QTR FEE FINANCIAL AUDIT	\$	243.83
STEVE FIRSDON	GASOLINE	\$	175.00
MT BUSINESS TECH	COPY/MAINTENANCE FEE	\$	29.06
HILTY OFFICE			
SUPPLIES	OFFICE SUPPLIES	\$	157.24

Total Water**\$ 3,093.11****Total for all Utilities****\$ 9,999.76****WATER**

A bill was received from Ground Water Science LLC for \$11,611.59. They were the Geological firm hired for the work on the new well in the North Field. Tom questioned the amount and wanted to know what the estimated amount was on original contract signed. Clerk provided copy of contract which estimated cost at \$8,690.00. Board did not okay the purchase order. Clerk is to get an explanation of the increase in cost for next meeting.

Nathan stated our pressure relief valve was not working. He will get cost estimates to get it fixed and for buying a new one.

Ground water is sending the final reports on well #11. One copy will need to go to Roger Baker for engineering the new piping to the well. Watson Well Drilling has discussed a couple of options for this piping to new well and will get us pricing.

Nathan also explained there is a new lead/copper law going into effect January 4, 2014. We have stock on shelves that will no longer be able to be used. HD Waterworks suggested scrapping the old and purchasing new parts with the money we get. Marge and Eric both stated that would not work because any scrapping funds have to go into the general fund. Nathan will get a list of supplies we have and what will need to be replaced.

The Board then discussed the previous resolution sent by Roberta Acosta to get a planning loan for work on the South Water Plant. Council decided at their last meeting not to pass as an emergency and to have the Board discuss paying for the planning portion of the project from existing funds. Marge stated there are funds to pay for the design portion of the project. Tom made a motion to have Mike Marsh write a

resolution to approve spending up to &75,000.00 to design the South Water Plant. 2nd was made by Dean. Motion passed.

Nathan requested approval of \$75.00 towards boots and \$100.00 towards winter gear. This was approved by the Board.

SEWER

Landry provided the Board copies of drawings from the consultant for the Hirzel Project. They will now only bring sink and toilet for the new building into the Village sewer line. These plans have been submitted to the EPA and are awaiting approval.

Landry stated he has discussed the new sewer taps for the West Front Street new homes with the EPA. Three taps would not require engineering but one line under road to several lots would require engineering and EPA approval. Eric brought up storm sewer for same properties. Tom stated would probably go to the river. Marge stated there are no stringent rules on storm sewer. Landry told Board they need to come up with a drawing on how they want to proceed. Landry will get in touch with Feller & Finch to ask for an estimate on cut under the road.

Landry had gotten a quote and approval from the Board earlier in the year to purchase degreaser from Zep. They have been unable to find the one we have always used. Landry will check with Bowling Green on what they use and get more quotes. He also shared quote received on purchase of used garden tractor. He will also work on more quotes on truck bed and furnishings for new truck and put something together for next meeting.

ELECTRIC

MISCELLANEOUS

Clerk made Board aware of information in their folders from Village Officers handbook.

Stephanie Bowe, Fiscal Officer for the Village, was at the meeting to discuss general purchasing guidelines. This subject came up at the last finance committee meeting. The thought is to give the budget to each department and increase spending limit to \$1,000.00 without Council or Board approval. These purchases would still require a purchase order and prior approval from Fiscal Officer that funds are available. Tom stated he did not like the increase and Dean said he would be more comfortable with \$500.00 limit. Bill Long stated the employees have a right to a written policy they can understand and adhere to. After a lengthy discussion, it was agreed that there is a need to change the policy and will go back to the Finance Committee.

With no further business to discuss, the meeting was adjourned at 9:00PM. The next regular meeting will be held Monday January 6, 2014 at 7:00PM in Council Chambers.

President

Clerk