

**VILLAGE OF PEMBERVILLE  
BOARD OF PUBLIC AFFAIRS  
DECEMBER 1, 2014**

Present at the regular meeting of the Board of Public Affairs were Chuck Schulte, Dean Krukemyer, Tom Oberhouse, and Clerk, Sandra Miesmer. Guests present were, Jesicca Sautter, Bill Long, and Mayor Bowman. The meeting was called to order at 7:00PM by Chuck Schulte. Minutes for November 17, 2014 were approved with changes. The motion to approve minutes was made by Tom with the 2<sup>nd</sup> by Dean. Motion passed. 1 misc. adjustment was approved. The following bills were approved for payment:

**Electric 5301**

|                     |                           |                  |
|---------------------|---------------------------|------------------|
| BROWNSTONE ELECTRIC | SUPPLIES                  | \$ 156.58        |
| HOME DEPOT          | MISC SUPPLIES             | \$ 49.94         |
| CINTAS              | UNIFORMS & MATS           | \$ 149.35        |
| STEVE'S CAR CARE    | FUEL                      | \$ 231.97        |
| BROWN SUPPLY        | PAPER & CLEANING SUPPLIES | \$ 41.01         |
| CARDMEMBER SERVICE  | OFFICE SUPPLIES           | \$ 56.84         |
| MT BUSINESS TECH    | COPIES & MAINT            | \$ 18.53         |
|                     | <b>Total Electric</b>     | <b>\$ 704.22</b> |

**Sewer 5201**

|                          |                           |                    |
|--------------------------|---------------------------|--------------------|
| TREASURER, STATE OF OHIO | 2015 ANNUAL DISCHARGE FEE | \$ 1,050.00        |
| JONES & HENRY            | SEWER LAB TESTING         | \$ 280.00          |
| HOME DEPOT               | SUPPLIES FOR NEW TRUCK    | \$ 176.65          |
| CINTAS                   | UNIFORMS & MATS           | \$ 82.43           |
| STEVE'S CAR CARE         | FUEL                      | \$ 78.50           |
| BROWN SUPPLY             | PAPER & CLEANING SUPPLIES | \$ 139.85          |
| CARDMEMBER SERVICES      | OFFICE SUPPLIES           | \$ 56.84           |
| MT BUSINESS TECH         | COPIES & MAINT            | \$ 18.52           |
|                          | <b>Total Sewer</b>        | <b>\$ 1,882.79</b> |

**Water 5101**

|                          |                                     |                    |
|--------------------------|-------------------------------------|--------------------|
| TREASURER, STATE OF OHIO | ANNUAL WATER OPERATING LICENSE      | \$ 1,190.40        |
| CITY OF TOLEDO           | WATER TESTING                       | \$ 15.00           |
| MASI                     | LAB TESTING                         | \$ 281.55          |
| CINTAS                   | UNIFORMS & MATS                     | \$ 96.96           |
| STEVE'S CAR CARE         | FUEL                                | \$ 90.00           |
| CARDMEMBER SERVICES      | OFFICE SUPPLIES & SUPPLIES WELL #11 | \$ 714.25          |
| MT BUSINESS TECH         | COPIES & MAINT                      | \$ 18.52           |
|                          | <b>Total Water</b>                  | <b>\$ 2,406.68</b> |

**Total for all Utilities**

**\$ 4,993.69**

Chuck opened the meeting with the NWWSD contract in order to be prepared for the meeting Wednesday with their representatives. The primary issue is whether they are entitled to 12.5% of the grant and loan forgiveness the Village received. All members present had copies of the appropriate paperwork. A lengthy discussion took place reviewing financial numbers and wording of the contract signed. The Board agreed with NWWSD figure of \$2,605,463.47 as final project cost. They also agreed on the following as NWWSD 12.5% of individual items:

|                     |                                     |
|---------------------|-------------------------------------|
| Administration      | \$18,054.73                         |
| Engineering         | \$2,889.81                          |
| Contractor-Mosser   | \$256,112.07                        |
| Contractor-Transtar | \$23,281.81                         |
| Planning            | \$24,372.85 for total of 324,711.27 |

NWWSD did not include Capital Interest which Board felt should be included of \$991.66. This would make NWWSD total \$325,702.93. They were invoiced and paid \$158,786.97, leaving the balance due \$166,915.96. The Board was also in agreement they were invoiced May 15, 2014 for the incorrect amount.

The contract was then reviewed again. It does not state anywhere that any grants are included. It says they will pay 12.5% of project costs. The committee meeting with NWWSD will go in with this mindset.

**WATER**

Clerk informed Board that two successful bacteria reads have now been completed on Well #11 so Nathan can now begin operation of the well.

Clerk also told the Board she had not gotten a response from Roger Baker as to why we were charged overtime hours on a bill. She will contact him again.

The Board again reviewed appropriation requests. New pipe saw for water breaks was approved. They also approved \$40,000.00 for new valves at well's 5, 7, 8, 9, and 10 and main valves outside of the South Water Plant while the plant is out of service for new construction. There may be an increased cost in chemicals and salt when well #11 goes online.

**SEWER**

The Board again reviewed Landry's list of budget planning items. They approved increasing testing by 1440.00, purchasing degreaser at 2,000, replacing parts for testing equipment at 1,200, and truck accessories for 1,000. Also approved was new plastic for greenhouse at \$300 to \$400 from Waldo and Associates and 1,500 for sludge buggy replacement parts. Finally, they agreed to set aside 40,000/year for repairs needed on the lift stations.

**ELECTRIC**

Clerk shared information John wants to fax to John Courtney regarding the expansion of operations Countyline Coop is doing. John will need to prepare a contract for this project. Clerk also shared a copy of an annexation agreement that will need to be done stating if property becomes contiguous with Village limits, they must annex to Village.

Electric budget planning was reviewed again. John was approved for increase in normal supplies by 2,000, 12,000-15,000 for sub-station work, 3,000 for meter testing, and an arc flash study of 4,000. There may be some costs that occur next year if the Pember Grove sub division is started. They also agreed to set aside 6,000/year for a new truck.

### **MISCELLANEOUS**

Clerk presented a sewer appeal for Bob Schnitker. Credit was approved for \$45.60.

Clerk was approved for budget items of postage increase 1,000, new computer at 1,500, new desk at 1,500, and continuing to set aside for software upgrade to run utilities.

With no further business to discuss, the meeting was adjourned 8:30PM. The next regular meeting will be held Monday December 15, 2014 at 7:00 PM in Council Chambers.

---

President

Clerk