

**VILLAGE OF PEMBERVILLE
BOARD OF PUBLIC AFFAIRS
February 2, 2015**

Present at the regular meeting of the Board of Public Affairs were Chuck Schulte, Dean Krukemyer, Tom Oberhouse, Nathan Schultze, John Lockard, and Clerk, Sandra Miesmer. Guests present were, Bill Long, Mayor Bowman, and Roger Baker from URS. The meeting was called to order at 7:00PM by Chuck Schulte. The motion to approve January 5, 2015 minutes was made by Dean with the 2nd by Tom. Motion passed. 1 misc. adjustment was approved. The following bills were approved for payment:

Electric 5301

JOHN COURTNEY	MONTHLY RETAINER	\$ 100.00
AMERICAN SAFETY	MISC SUPPLIES	\$ 66.22
OMEGA JV5	PRINCIPAL AND INTEREST	\$ 16,238.70
MT BUSINESS TECH	COPY MAINTENANCE FEE	\$ 30.27
CINTAS	UNIFORMS	\$ 120.24
COUNTYLINE COOP	MISC SUPPLIES	\$ 165.37

Total Electric	\$ 16,720.80
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Sewer 5201

JONES AND HENRY	LAB TESTING	\$ 455.60
D&K TRANSPORT	SLUDGE HAULING	\$ 400.00
CITY OF PERRYSBURG	SLUDGE PROCESSING	\$ 452.40
MT BUSINESS TECH	COPY MAINTENANCE FEE	\$ 30.27
CINTAS	UNIFORMS	\$ 66.82
BROWN SUPPLY CO.	MISC CLEANING SUPPLIES	\$ 41.01

Total Sewer	\$ 1,446.10
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Water 5101

NORTHWEST POOLS	MISC SUPPLIES	\$ 455.41
MASI	LAB TESTING	\$ 198.97
MT BUSINESS TECH	COPY MAINTENANCE FEE	\$ 30.26
CINTAS	UNIFORMS	\$ 78.42

Total Water	\$ 763.06
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Total for all Utilities	\$ 18,929.96
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WATER

Roger Baker, from URS, was at the meeting to go over the engineered plans for the new South Water Plant. The Board had received copies of these plans the prior week to review. Chuck questioned removal of generator and room and no new generator in plan. Roger explained there will be a new generator but it will be outside so not included in plans. He will send a cover letter explaining this when the plans are submitted for approval to the EPA. There was also a discussion on the brine tanks. Board wants Roger to calculate if we drain tanks to 2/3rds, how much time left before we would need another load of salt as it takes us 3 to 4 days for delivery.

There was also a question on no roofing in the plans. Nathan and Roger stated the roofing will be done as a separate job. Dean stated he knew a contractor Nathan should contact and they will get together to discuss. Dean questioned whether brine tank will be fiberglass or steel. Roger stated it will be fiberglass. The heater will be built into the fiberglass at the bottom. The Board questioned how the heater would be fixed if necessary. Roger will check on this and the warranty.

The Board also questioned the brine tank ladder. It does have a cage around it but no hand rails at top to do inspections. Nathan stated Archbold has the same tanks and he will go tour their plant. There were also questions on who would do the painting. Nathan said he will be doing the painting including arrow markers for such things as affluent lines. Final question by Chuck was the location of the junction box. Roger will check with the electrical engineer.

Next step is to send to the EPA for approval. Roger will provide the appropriate paperwork. The Village will have to write a check and then Nathan will hand deliver.

Roger presented a prepared proposed work order to increase the authorized limit for design phase from \$75,000.00 to a maximum of \$\$87,000.00. He shared a draft invoice of costs to come and a chart on engineering fee trends. Bill Long stated it is not unusual to have a 10 to 15% margin of error. The Board shared their frustrations. Clerk stated any approval would need to be cleared by Fiscal Office as we are in temporary mode for appropriations. Board approved an additional \$15,000.00 pending approval of funds.

Nathan then presented a contract from Bergren Associates for \$775.00. They service our telemetry when needed. Board approved and Chuck signed the contract. Nathan stated he also needs a new Culligan meter. Board approved.

Chuck asked Bill Long for clarification on Village policy for employees driving trucks home when there is going to be inclement weather. Bill stated there is already an ordinance in place and they are allowed.

SEWER

Clerk shared a draft of the wording for the advertisement to auction the old sewer truck. The only change was to insert: anyone submitting a bid can increase their bid the night of the sale.

ELECTRIC

John stated Jackie's Beauty Shop wants a street light by her house and shop. John said there is one within 100 feet.

The Board went over the Countyline Co-op contract prepared by John Courtney. The Board questioned the minimum charge and capacity charge in the contract. John will get with John Courtney for clarification.

John stated we have an oil leak in both transformers. It is not substantial but will need oil added soon. He and Brian will work on this. They will be scheduled for further maintenance in late spring, early summer.

MISCELLANEOUS

Two vacation requests were approved.

Chuck stated he had a concern about the salting of the streets and roads and felt not enough was being done. A brief discussion occurred.

Clerk presented a sewer appeal for James Eckel/Michelle Krassow. They purchased the old Panning house which had not had water service in awhile. There were pipes broken which have now been fixed. The Board approved a credit for \$45.75.

John also turned in a sick leave notice for sinus surgery.

Clerk shared information from Gov Net Pay on taking credit/debit card payments via the internet where the customer will pay the fee. There would be no cost to the Village. Council is also looking at this proposal.

With no further business to discuss, the meeting was adjourned at 10:00PM. The next regular meeting will be held Tuesday February 17, 2015 at 7:00 PM in the Village Office because of President's Day.

President

Clerk