

**VILLAGE OF PEMBERVILLE
BOARD OF PUBLIC AFFAIRS
December 16, 2019**

Present at the regular meeting of the Board of Public Affairs were Chuck Schultz, Tom Mauk, Dean Krukemyer, Clerk Melody Siebenaler, Mayor Bowman, and Carol Bailey. The meeting was called to order at 7:00 p.m. by Chuck Schultz. Dean Krukemyer motioned to approve minutes from December 2, 2019, Tom Mauk seconded the motion. Vote passed.

The following bills were approved for payment:

**Board Of Public Affairs
Bills being submitted for payment**

Dec 16, 2019

<u>Electric 5301</u>		
AIRGAS GREAT LAKES	NITROGEN CYCLINDER RENTAL	\$ 56.40
O.E. MEYER CO	LARGE CYLINDER RENTAL	\$ 6.60
JM TEST SYSTEMS	OPERATING SUPPLIES & MATERIALS	\$ 564.03
POWER LINE SUPPLY CO.	OPERATING SUPPLIES & MATERIALS	\$ 357.04
CREATIVE MICROSYSTEMS, INC.	UTILITY CLIENT SERVER 2020 LICENSE, SUP	\$ 1,193.25
STEVE FIRSDON	GASOLINE	\$ 181.06
COUNTYLINE CO-OP, INC.	MISC OPERATING SUPPLIES & MATERIALS	\$ 53.97
AMP, INC	OSHA TRAINING	\$ 95.50
STAPLES CREDIT PLAN	MISC OPERATING SUPPLIES & MATERIALS	\$ 85.09
COMDOC	COPIER LEASE, USAGE, MAINTENANCE	\$ 36.75
FRONTIER	TELEPHONE SERVICES	\$ 66.44
BRIAN K. HEESTAND	WINTER BOOT REIMBURSEMENT	\$ 28.46
TREASURER, STATE OF OHIO	UAN FEES 1ST QTR 2020	\$ 237.00
FROBOSE MARKET IGA	GASOLINE	\$ 2.67
	Total Electric	\$ 2,964.26
<u>Sewer 5201</u>		
D & K TRANSPORT	SLUDGE REMOVAL	\$ 400.00
TREASURER, STATE OF OHIO	2019 WWTP ANNUAL DISCHARGE FEE	\$ 1,050.00
ALLEN INDUSTRIES	OPERATING SUPPLIES & MATERIALS	\$ 482.42
CREATIVE MICROSYSTEMS, INC.	UTILITY CLIENT SERVER 2020 LICENSE, SUPPORT	\$ 1,193.25
STEVE FIRSDON	GASOLINE	\$ 146.43
COUNTYLINE CO-OP, INC.	MISC. OPERATING SUPPLIES & MATERIALS	\$ 19.78
AMP, INC	OSHA TRAINING	\$ 95.50
STAPLES CREDIT PLAN	MISC OPERATING SUPPLIES & MATERIALS	\$ 69.71
COMDOC	COPIER LEASE, USAGE, MAINTENANCE	\$ 36.75
FRONTIER	TELEPHONE SERVICES	\$ 66.44
FRONTIER	TELEPHONE SERVICES	\$ 120.04
BRIAN K. HEESTAND	WINTER BOOT REIMBURSEMENT	\$ 28.46
TREASURER, STATE OF OHIO	UAN FEES 1 ST QTR 2020	\$ 237.00
FROBOSE MARKET IGA	GASOLINE	\$ 2.68
OHIO TREASURER, JOSH MANDEL	LOAN PYMT #CT09G	\$ 1074.40
	Total Sewer	\$ 5,022.86
<u>Water 5101</u>		

KUHLMAN & BECK	RECORDING OF EASEMENT WITH EASTWOO	\$ 50.00
MASI	LAB TESTING	\$ 532.08
BONDED CHEMICALS, INC.	CAUSTIC SODA / CARUS 8500	\$ 1,261.73
FELLER, FINCH & ASSOCIATES, INC.	EXTRA SERVICES	\$ 92.50
FELLER, FINCH & ASSOCIATES, INC.	ENGINEERING DURING CONSTRUCTION	\$ 1,525.00
CREATIVE MICROSYSTEMS, INC.	UTILITY CLIENT SERVER 2020 LICENSE, SUP	\$ 1,193.25
STEVE FIRSDON	GASOLINE	\$ 34.84
STEVE FIRSDON	GASOLINE	\$ 120.18
COUNTYLINE CO-OP, INC.	MISC OPERATING SUPPLIES & MATERIALS	\$ 13.58
AMP, INC	OSHA TRAINING	\$ 95.50
STAPLES CREDIT PLAN	MISC OPERATING SUPPLIES & MATERIALS	\$ 69.71
COMDOC	COPIER LEASE, USAGE, MAINTENANCE	\$ 36.74
FRONTIER	TELEPHONE SERVICES	\$ 66.44
BRIAN K. HEESTAND	WINTER BOOT REIMBURSEMENT	\$ 28.46
TREASURER, STATE OF OHIO	UAN FEES 1ST QTR 2020	\$ 237.00
FROBOSE MARKET IGA	GASOLINE	\$ 2.68
OHIO TREASURER, JOSH MANDEL	LOAN PYMT # CE35S	\$ 656.25
	Total Water	\$ 6,015.94
<u>Water 5703</u>		
FELLER, FINCH & ASSOCIATES, INC.	BIDDING-COLLEGE AVE WATERLINE REPL	\$ 874.00
FELLER, FINCH & ASSOCIATES, INC.	CONSTRUCTION LAYOUT & STAKING	\$ 243.00
FELLER, FINCH & ASSOCIATES, INC.	DETAILED DESING PHASE- BIERLEY-WATER	\$ 168.00
	Total Water 5703	\$ 1,285.00
Total for all Utilities		\$ 15,288.06

SEWER- Landry Sheets

Nothing to Report

WATER-Nathan Schultze

Nothing to Report

ELECTRIC –Jeff Barres

Nothing to Report

MISCELLANEOUS

Chuck was updated regarding items discussed at the last meeting which he was unable to attend, including the South Waterline Loop Project, College Ave. Waterline Replacement Project and the question pertaining to sewer charges at 404 Kesson Rd. (Aring Property). Regarding the South Waterline Loop, the water, electric and street department personnel have been clearing the property so that soil boring can occur. A pre-construction meeting was held December 5, 2019 regarding the College Ave. Waterline Replacement attending were the Engineer, Contractor, Village employees, Inspector and the Mayor. The Contractor provided a timeframe for the construction. A public meeting was held for College Ave. Waterline Replacement on December 9, 2019. In attendance were the Contractor, Engineer, Inspector, Mayor, Board members Dean Krukemyer and Tom Mauk, Water Superintendent Nathan Schultze, Clerk and 14 Villagers. The Contractor informed those in attendance of the timeframe of the project and the scope of the project. Those in attendance asked questions and were able to view the scope of the project as it pertains to their property.

The Clerk informed the Board that the information has been given to the Village Solicitor regarding sewer charges at 404 Kesson Rd. The Solicitor stated he would review the information and give guidance to the situation.

The Board discussed advertising the air compressor and old electric department truck in the newspaper after 1st of the year. The items are to be auctioned off.

The Clerk stated Landry had questions regarding sewer appropriations. The Board needs to look at ways to fund the sewer capital improvements. Chuck stated the need for a water/ sewer rate study. Chuck stated even though the Board oversees the sewer department only Council has the authority to change sewer rates.

The Clerk asked Chuck if he has completed the Sunshine Law, Chuck replied he is still working on completing the course. Clerk stated course needs to be completed by the end of this term (December 31, 2019).

The Board reviewed information they have received from all 3 departments regarding the utility assistant. The Board would like the Clerk to use the information provided and make a classified ad for the newspaper. The ad will be reviewed by the Board and then placed in the newspaper 1st of the year.

The Clerk notified the Board that the utility department will not be switching to new computer software (Muni-Link), as they are unable to support electric billing needs. The Clerk will look for new software after the first of the year.

The Clerk notified the Board the loan has be approved for the College Ave Waterline Replacement. The loan terms are 20 years at a rate of 1.85%.

With no further business to discuss, the meeting was adjourned at 7:58 p.m. The next meeting will be Monday January 6, 2019 at 7:00 p.m.

President

Clerk
