

**VILLAGE OF PEMBERVILLE
BOARD OF PUBLIC AFFAIRS
July 16, 2018**

Present at the regular meeting of the Board of Public Affairs were Chuck Schulte, Dean Krukemyer and Tom Mauk. Also in attendance were Sue Rahe, John Lockard, Eileen Sherman, Bill Long and Cindy Winfrey. The meeting was called to order at 7:00 p.m. by Chuck Schulte.

The following bills were approved for payment:

**Board Of Public Affairs
Bills being submitted for payment 18-Jun-18**

Electric 5301

Omega JV5	Loan Pymt. + Electricity	\$ 17,020.35
Omega JV2	Electricity	\$ 506.20
Airgas, USA, LLC	Nitrogen Cylinder Rental	\$ 56.40
John Courtney	Monthly Electric Consultant Retain	\$ 100.00
Terex Services	Annual Ansi Inspections	\$ 1,704.50
	Equipment Rental(Maintenance	
ABM	Agreements)	\$ 74.34
Suburban/ Metro Press	Help Wanted Ad - BPA Clerk	\$ 14.67
Comdoc, Inc.	copier lease	\$ 24.60
Comdoc, Inc.	copy usage & Maintenance Fee	\$ 27.88
Staples Credit Plan	Misc. Office Supplies	\$ 36.74
Frontier	Telephone Service	\$ 53.86

Total Electric \$ 19,619.54

Sewer 5201

Jones & Henry Laboratories, Inc.	Lab Testing	\$ 1,468.60
Frontier	Telephone Service	\$ 114.74
Frobose Market IGA	Gasoline & Misc. Supplies	\$ 10.83
	Equipment Service (Maintenance	
ABM	Agreements)	\$ 74.33
Suburban/Metro Press	Help Wanted Ad-BPA Clerk	\$ 14.67
Comdoc, Inc.	Copier Lease	\$ 24.60
Comdoc, Inc.	copy usage & Maintenance Fee	\$ 27.88
Countyline Co-Op, Inc.	Misc. Operating Supplies	\$ 109.32
Staples Credit Plan	Misc. Operating Supplies	\$ 48.52
Frontier	Telephone Service	\$ 53.86

Total Sewer \$ 1,947.35

Water 5101

MASI	Lab Testing	\$ 462.62
	Hydrant Survey & Emergency Leak	
Aqua-Line, Inc.	determination	\$ 882.80
Ferguson Waterworks # 527	8 X 15 SS Clamps	\$ 346.72
Maumee Supply, PLB, HT & Indust.	misc. operating supplies	\$ 12.00

Bonded Chemicals, Inc.	Caustic Soda 25%	\$	1,411.10
Ohio Treasurer, Josh Mandel	Loan Payment SWP	\$	656.25
ABM	Equipment Service & (maintenance Agreements)	\$	74.33
Suburban/Metro Press	Help Wanted Ad- BPA Clerk	\$	14.66
ComDoc, Inc.	Copier Lease	\$	24.60
ComDoc, Inc.	copy usage & Maintenance Fee	\$	27.88
Countyline Co-Op, Inc.	misc. operating supplies	\$	32.52
Staples Credit Plan	misc. operating supplies	\$	36.73
Frontier	Telephone Service	\$	53.86
	Total Water	\$	4,036.07

Water 5703

Total Water 5703 \$ -

Sewer 5704

Total Sewer 5704 \$ -

Total for all Utilities \$ 25,602.96

SEWER

1. Sara Enright: Landry reported that there is nothing we really can do for her. He feels the repair needs to be up to the resident. Discussion ensued. Sue Rahe was asked by the Board to let Steve Darmofal about the situation with Enright, to give him a chance to think about it to see if he has any ideas.
2. Cathy Panning: water came up in her toilet and house when we cleaned sewer system. Discussion ensued. It was decided to get in touch with our insurance company to see what if anything would be covered.
3. EPA @ Plant: A surprise 24 hour test is going on at the Plant. Landry was with EPA all day today (7/16) and will be with them all day tomorrow. (7/17)
4. Huber coming in August to clean screener at head of plant. Landry told them to be sure to bring parts.
5. Working on telemetry in Panels, getting quote from Peterson Construction for Bierley Ave., Marshal Ave. and Bridge St.

WATER

Chuck put the Feller Finch contract for south water loop on hold until next meeting, since Nathan was not present. At the Aug. 6, 2018 meeting, all board members and Nathan should be in attendance to discuss and sign the contract.

The Board discussed, voted on and passed Nathan contracting Midco Co. to dive on the water tower for inspection and any repairs needed. Nathan on vacation until July 23, 2018, at which time he will schedule the inspection.

ELECTRIC

John reported that Andrew Arlt was no longer interested in the Electrician Position opening. Discussion ensued. It was agreed upon to re-run the Indeed help wanted ad for 30 more days. John is to get with someone at Bowling Green Electric to see what the details are if we need to use them for repairs until a Village Electrician can be hired. John will report back to Board next meeting.

John reported that he goes back to the doctor on July 27, 2018. He is hoping the doctor will release him for at least light duty at that time.

MISCELLANEOUS

Sue Rahe: Reported on the BPA Clerk/Utility Clerk Position. There were 11 resume's received. They were gone thru by Personal Committee and they have picked their top three for interviews. Discussion ensued. Sue is to get with Sarah on getting a job description. Board requested that Sarah and Cindy both be present at interviews.

Eileen Sherman: RE: Volunteer Park: inquiring about moving the metal building to back of the park, out of the 500' radius of the well. She wants to use it to store baseball equipment. Per EPA, can this building even be moved? Discussion ensued. No decisions were reached. If we can't move it do we want to scrap it? If so, Eileen would like the proceeds from the scrap to go to the Pool Fund. Chuck thinks there is a policy for scrap funds in place already. Cindy to ask Sarah for a copy of the current policy.

Minutes from 07/02/18 meeting were accepted and signed.

There were 7 miscellaneous adjustments for the Board to approve. All 7 were approved.
No Vacation/Leave Requests put before the Board.

There were 2 letters written by Village Residents, asking for sewer credits due to breakdown/leaking of water heaters. Both of these letters were discussed and credit of sewer portions were approved.

With no further business to discuss, the meeting was adjourned at 8:47 p.m. The next meeting will be Monday, August 6, 2018 at 7:00 p.m.

President

Clerk
