

**VILLAGE OF PEMBERVILLE
BOARD OF PUBLIC AFFAIRS
April 1, 2013**

Present at the regular meeting of the Board of Public Affairs were, Chuck Schulte, Tom Oberhouse, Dean Krukemyer, Gale Loeblich, and Sandra Miesmer, clerk. Guests present were Marge Cox, Bill Long, Eric Campbell, Randy Rothenbuhler, Eileen Schuerman, and Mayor Bowman. The meeting was called to order at 7:00 p.m. by Chuck Schulte. Minutes from the March 18 and 25, 2013 were approved with a motion by Dean and the second by Tom. Motion passed.

The following bills were approved for payment.

Electric 5301

CINTAS	UNIFORMS	\$	64.31
A&A SAFETY	ELECTRIC R&M	\$	77.18
JOHN CORTNEY	CONSULTANT DOLLAR GENERAL SERV	\$	400.00
DUECO	TESTING OF TRUCKS	\$	1,585.72
MT BUSINESS TECH	COPY/MAINTENANCE FEE	\$	35.76
HILTY OFFICE SUPPLIES	SUPPLIES	\$	18.85
UNION BANK	MONTHLY COLLECTIONS	\$	10.00

Total Electric	\$	2,191.82
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Sewer 5201

CINTAS	UNIFORMS	\$	58.76
CITY OF PERRYSBURG	SLUDGE PROCESSING	\$	1,537.20
JONES AND HENRY	LAB TESTING	\$	305.20
MT BUSINESS TECH	COPY/ MAINTENANCE FEE	\$	35.77
HILTY OFFICE SUPPLIES	SUPPLIES	\$	18.84
UNION BANK	MONTHLY COLLECTIONS	\$	10.00

Total Sewer	\$	1,965.77
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Water 5101

CINTAS	UNIFORMS	\$	103.33
MASI	LAB TESTING	\$	169.83
NORTHWEST POOLS	CHLORINE	\$	210.00
BUCKEYE SANITATION	SPOT BOX	\$	65.00
BERGREN	RESET OF LC3000	\$	684.40
MT BUSINESS TECH	COPY/MAINTENANCE FEE	\$	35.76
HILTY OFFICE SUPPLIES	SUPPLIES	\$	18.85
UNION BANK	MONTHLY COLLECTIONS	\$	10.00

Total Water

\$ 1,297.17

Total for all Utilities

\$ 5,454.76

Randy Rothenbuhler was present to state the Personnel Committee made a decision to terminate the employment of Randy Ross without cause as he was still in his probationary period. The decision was made after talking to Mike Marsh, Council, and the Board. Those present also discussed keys and missing Village property such as uniforms. Randy stated he had talked to Chief Jim Darling who will be getting these items from Randy's son.

Chuck then questioned the hiring process and the background check. Eric Campbell stated he had been on the web site for Ottawa County and saw several questionable items for Randy Ross. Members stated that unless actually charged, cannot use. Randy stated he will have the Personnel Committee review the handbook and this procedure. He will also meet with Chief Darling to discuss the actual background check he does and whether more can be done. Randy will also make contact with Steve Cothner, who also does background checks.

WATER

The Board then discussed how to replace the vacant position. Tom talked to Solicitor Mike Marsh. He stated because of the circumstances, we do not have to re-post the position. Gale was asked to call the instructor of the current water class for possible applicants. Tom asked about Cody Rahe and whether Board wanted him called to see if he is still interested. The Board said yes.

Gale brought in a backflow prevention quote from Henson Plumbing and Heating. It was quite a bit higher than Gearhart plumbing's quote from previous meeting. Dean made a motion to hire Gearhart. Tom seconded the motion. Motion passed.

Clerk shared the information received from RCAP regarding the water rate study. The cost will be \$4800.00. Gale, Sandy, and Stephanie are to work on gathering the information requested. The Board briefly discussed doing water and sewer but decided to do water only. Clerk was asked to find out when the last sewer rate study was done.

Gale informed Board Ground Water Science has been told they have been approved as the field geologist for the new well project. He also stated URS is working on the contract. Gale also stated is still flushing Well #10.

Gale turned in several leave forms for approval. All were approved except April 19, 2013 because Landry and Sandy are already off.

SEWER

Clerk made Board aware that Landry wants to call Adkins for cleaning of the lift stations. Board approved.

ELECTRIC

MIACELLANEOUS

Clerk presented a request for Stephanie Bowe, Fiscal Officer to attend an AMP finance meeting in Oberlin, OH on April 25, 2013. Clerk stated she would be on vacation. Mayor Bowman had no problem with Stephanie going as long as Sarah could cover the 8 hours that day. Board approved.

Clerk also presented two penalty forgiveness requests from Bonnie Gochenauer and Kelly Duquette. Both were approved as no other requests within the 1 year rule.

With no further business to discuss, the meeting was adjourned at 8:15 P.M. The next regular meeting will be held Monday, April 15, 2013 in Council Chambers.

President

Clerk