

The Board of Public Affairs met in regular session Thursday, October 21, 2010 at 8:00 p.m. at the Village Office.

Members present: Bd. President John Vershum, Richard Sauerlender, and Jeff Pawlaczyk.

Other officials present: VFO Karin Sauerlender, Mayor Loar, Scott Hansen and Chip Vance

Guest: Dave Sharples and Jane Dominique representing the Evergreen Community Library

Meeting opened at 8:00 p.m.

**Library** – presented a letter from Dave Sharples, Vice-President of the Evergreen Community Library Trustees requesting the Board of Public Affairs consider re-grading the back corner of the library’s lot where the water salesman is presently located. It is their understanding the water salesman will be abandoned in the next few weeks. During a recent inspection of the building the Library Trustees observed round water running back towards the building foundation due to improper grading of the land. The concrete foundation from one of the former water tower legs is still buried there, creating a rise in the ground elevation. After the water salesman is removed, the Library Board would appreciate it if the asphalt and buried concrete could be removed. They would also like the area re-graded the ground surface to drain towards Mill Street and entire back corner seeded to grass.

Ziad informed Karin village could continue to sell water at the site and turn proceeds over to them until the new bulk salesman is up and running. Ziad assuming the village will pay to take down salesman behind library after new system activates. Mayor Loar suggested the village discuss the issue with the commissioners. Dave Sharples said water runs to the building and the Library Board would like to see the area graded out and away from the library. Chip Vance said he has a grader box on his wish list. Board would like Chip to grade out the area as soon as he can and plant grass seed. John Vershum said Chip could grade with loader.

**Inventory** – Scott Hansen submitted an inventory of lab equipment currently at the plant. Chip previously completed a list of tools at plant, of which most he could use in town. Mayor Loar said Rick told him some of the water plant lab equipment is used for sewer testing. Ask Meiring to indicate sewer equipment village should keep before handing over equipment to county.

Chip said the water valve near park entrance on Garnsey is leaking, rumor has it’s been leaking for some time. Wants to dig up and repair so park can be winterized.

**Bills presented for payment.**

**Bills paid previously:**

The Metamora Post Office	28-cent stamps for water bills	\$ 140.00
Lisa Kutz	Wages paid 09-28-10	310.50
Scott Hansen	Wages paid 09-28-10	1452.75

Lisa Kutz	Wages paid 10-12-10	233.50
Scott Hansen	Wages paid 10-12-10	1365.00
Richard Sauerlender	Wages paid 10-12-10	245.70

**Current bills to be paid:**

HD Supply waterworks	(2) caps for shut offs	\$ 25.00
Bonded Chemical	Alum	640.00
City of Wauseon	Testing for Aug. & Sept.	96.00
Gazette Publishing	Ad for water plant operator	127.40
FedEx	Ship water samples	70.35
Habitec	Security monitoring @ waterplant	87.00
Hach	Chlorine & testing supplies	125.41
Jones & Henry Labs	Water testing	641.60
OUPS	Manual call-outs	8.00
Ricca Chemical Co.	Buffering	99.70
Century Link	Water plant phone lines	175.80
Village of Swanton	Testing, Lime & Carbon	603.00
Kent Helm	Refund of 2 <sup>nd</sup> meter deposit	90.00

**Bills to pay later:**

Sue Clendenin	October salary	\$ 551.13
Karin Sauerlender	October salary	625.53

Water Board approved payment of bills.

**ODOT lease** of Water pant – has been given to state for review, have yet to hear back from them.

**Moth balling Water plant** – Rich Sauerlender asked if there is a written list of what needs to be done to mothball the plant. Vershum said basically need to clean out filters, clean pipes, scrape filters and paint. Mayor Loar said need to get a permit to need to clean out settling basins/lagoon. Rick Meiring told the mayor he was looking into proper procedure for cleaning out and filling in lagoon. Suggest boarding up windows from inside. John Vershum will go out and look at what needs to be done to mothball plant. Scott Hansen could have an additional month or two moth balling the plant after it's closed.

**Northeast Water System** – pumps came in, electric poles laying on ground for the last week and a half. Sticking with end of November start-up. Sauerlender asked if Scott was ok with his work schedule at the plant. He basically works a split shift, with Meiring working 4 hours in the middle of the day (11:30 to 3:30) and opens plant Monday through Friday from 5:30 a.m. to 7:00 a.m. or so. Hansen starts at 7:00 a.m. works till 11:30 a.m. and back at 3:30 p.m. to close. Vance asked if it was necessary for Meiring to open plant? Mayor Loar responded, “They said our plant needs to be opened and closed by a Water 3 operator, but Meiring's not closing the plant nor does he open the plant on weekends. Mayor said he made comments to the commissioners about it. Sauerlender suggested having Hansen open plant and work till 2 p.m. followed with Meiring 2 to

close. Vershum said we should try to conform to what the EPA wants and apparently they want a Class 3 operator. Mayor Loar said he spoke to Ziad about Meiring's hours at the plant and was told Meiring was allowed to open plant, work only for a short time in the morning because Meiring was needed in the county in the morning to perform sewer testing, the village could have him the last half of their day. Rich Sauerlender suggested Hansen somehow is compensated for working split shift. Vershum said we could argue about Mooring's middle of the day hours with the Commissioners and Ziad, but probably won't get anywhere. Vershum apologized to Hansen for the inconvenient shift but said the situation won't be for much longer.

**Requesting water and/or sewer credits:**

Gary Halvacek- replacement meter Jake Simon installed at Halvacek's appears to be running backwards. Most likely meter was installed backwards. Reading it backwards looks like 12,000 gallons went through the meter, an additional 4000 was used on old meter before it was switched out. Bill Halvacek for 12,000 use, tell him not billing for 4,000 additional use indicated on meter and he could have problem in the house. Scott Hansen to replace meter, John said it would only be about a 1/2-hour job, suggested Scott stick around for 15 to 30 minutes to see if water leaking in house.

Dave Duwve – young son left outside hose running tow days before parents located. Nearly 40,000 gallons went through meter onto ground. Board approved sewer credit on above average water use.

Joyce/Carl Pope Jr. – historically billed for 6,000 minimum use quarter, mainly because their pits in a meter and unreadable. One quarter, Sue billed them 7,000 gallons use. Pope's asked the Board for a reduction on the 7,000-use bill to 6,000 gallons use. Water Board approved the reduction request. Credit was applied to their account but late fees continued to accumulate on the removed 1000 gallon use. Board approved removal of later fees.

Adjourn at 9:18 p.m.

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President – John Vershum

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VFO – Karin Sauerlender

Respectfully submitted,

Sue Clendenin  
Deputy Clerk

