

REGULAR BPA

October 6, 2014

The meeting was called to order by President Stephanie Byrne with Fran Teresi, Chris Knop, Superintendent Jeff Sheehan, Solicitor Michele Stuck, Clerk Nancy Baldwin, Mayor Rick Patrick and Jeff Kaiser.

Moved by Knop, seconded by Teresi to approve the minutes of the September 8, 2014 as presented by the Clerk.

VOTE AYES—Unanimous

Moved by Knop, seconded by Teresi to pay the bills.

VOTE AYES—Unanimous

Revenue, Expenditure and Cash Balance reports were reviewed.

Garrettsville WWTF Flow/Precipitation Comparison was reviewed.

There was discussion on the ETS charges from Tyler Technologies. The Clerk told the Board that there were not enough customers using the online bill pay system to cover the expenses to Tyler Technologies in amount of \$3,300.00 per year. Each customer pays \$2.00 to pay each bill online. The Board told the Clerk to call Tyler Technologies to discuss lowering the cost. If the cost cannot be lowered the service will be discontinued.

Moved by Teresi, seconded by Knop to discontinue ETS online bill pay, if Tyler Technologies does not lower the cost.

VOTE AYES—Unanimous

Superintendent's Report. No action taken.

Superintendent Jeff Sheehan discussed the monthly water consumption use graphing for the local school system, an extremely large water use period was discovered at the newly constructed Intermediate/Elementary Buildings. These graphs were presented and reviewed with the school Superintendent and Maintenance Director on 09/10/14 and again on 10/3/14. The Superintendent of the school is going to send a letter to the Board asking that the surcharge be waived. Superintendent Jeff Sheehan will meet with the school to discuss usage and water running in the storm sewer.

On September 9, 2014 Superintendent Jeff Sheehan and his employees excavated and uncovered the existing 8" water main on the utility easement between Fox Hollow and Harris Drive to verify both pipe depth and location. Found location tape had deteriorated to the point that it could not be used for detection, also discovered that water main no longer had 4' minimum coverage due to re-grade work on newly constructed home. The Developer, Dave Harrington was notified of these issues which will have to be corrected prior to Village acceptance of the utilities.

Hydrant flushing is complete and there were no major problems.

Superintendent Jeff Sheehan sent an invoice to ODOT for damages to utility boxes on Main Street in the amount of \$2083.04.

Robinson Pipe Services cleaned the grease collector in the aeration basins, the influent pumping station, the screening building flow channel, and the influent structure at the WWTP, as well as lift stations in the collection system and two problem sections of main interceptors.

Superintendent Jeff Sheehan said Robinson Pipe Service did a good job. He requested authorization from the Board for two days of cleaning and video sewer lines. The cost would not exceed \$5600.00.

Moved by Teresi, seconded by Knop to authorize \$5600.00 for Robinson Pipe Service to clean and video sewer lines.

VOTE AYES-Unanimous

Superintendent Jeff Sheehan, BPA Vice President Chris Knop and Council President Tom Hardesty, met with representatives of Thermo-O-Link, Inc. to discuss issues relating to elevated copper discharges. Superintendent Jeff Sheehan said he will continue testing.

Rehab work on Raw Well #20 is complete and the well is back in service.

Due to a faulty control valve the Park Avenue water tower overflowed for a total of seven hours. The valve strainer was removed and cleaned and has operated correctly since.

Superintendent Jeff Sheehan spoke with Zeppe's Pizza about high water consumption and Sheehan believes it was a toilet running.

Consulting Engineer Said AbouAbdallah from Arcadis will have the North Street Water Main Phase ready soon. Superintendent Jeff Sheehan asked the Board for authorization from Council to advertise for bids when the plans are completed.

Moved by Teresi, seconded by Knop to recommend Council authorize bids for the North Street Water Main Issue 1 Project.

VOTE AYES—Unanimous

Superintendent Jeff Sheehan asked the Board to authorize Timmerman Geotech to do boring test for the North Street Water Main project at a cost not to exceed \$4000.00.

Moved by Knop, seconded by Teresi to authorize Timmerman Geotech to do boring test for the North Street Water Main at a cost not to exceed \$4000.00.

VOTE AYES Unanimous

Superintendent Jeff Sheehan will try to get estimates from QCI for inspections on the North Street Water Main Phase 1 Project.

President Stephanie Byrne asked Superintendent Jeff Sheehan about the status of hiring a new employee. Sheehan would like to wait until December. Discussion was held on a new salary schedule with hopes that it can be in place by the first of the year.

Fran Teresi updated the Board on well drilling. No new permits for Portage County,

The Board received an application for a new bulk water hauler. Chris Knop felt the Board should reject the request and stay with current policy.

Moved by Knop, seconded by Teresi to reject the bulk water application.  
VOTE AYES—Unanimous

Superintendent Jeff Sheehan asked for authorization to spend \$3500.00 for fencing repair for suspended sanitary piping between Windham Street and Water Street.

Moved by Knop, seconded by Teresi to authorize \$3500.00 for fencing repair for suspended sanitary piping between Windham Street and Water Street.  
VOTE AYES—Unanimous

Superintendent Jeff Sheehan asked for authorization for a new furnace for both the main building and garage at the Wastewater Treatment Plant at of a cost not to exceed \$7500.00. Cain's Refrigeration will be installing the 30000 BTU radiant heater.

Moved by Knop, seconded by Teresi to authorize the installation of a new furnace at the Wastewater Treatment Plant at a cost not to exceed \$7500.00.  
VOTE AYES—Unanimous

Moved by Knop, seconded by Teresi to adjourn.  
VOTE AYES—Unanimous

---

President

ATTEST:

---

Clerk

