

## REGULAR BPA

November 10, 2014

The meeting was called to order by Chris Knop with Fran Teresi, Superintendent Jeff Sheehan, Solicitor Michele Stuck, Clerk Nancy Baldwin, Mayor Rick Patrick, Council President Tom Hardesty, and School Superintendent Ted Lysiak. President Stephanie Byrne was out of town and not in attendance.

Moved by Teresi, seconded by Knop to approve the October 6<sup>th</sup>, 2014 minutes as presented by the Clerk.  
VOTE AYES-Unanimous

School Superintendent, Ted Lysiak, was present to discuss the high water usage on the October billing for the Elementary school. Superintendent Sheehan investigated the situation and found that high usage was caused by an illegal bypass pipe connection that was accidentally opened during that time period which allowed water from the booster pump system to circulate back through the meter. The bypass has been isolated and is scheduled for removal. Sheehan asked that the bill be revised to reflect water consumption of 50,862.96 (the average usage throughout the rest of the month) and a new bill be sent to reflect the revision. Mr. Lysiak also submitted a letter rescinding the schools request for waiver of the original surcharge fee's and the late charges (in the amount of \$315.60) that had been added while this matter was reviewed. The trustees approved the revised bill, recognized the waiver retraction, and agreed to waive the late charges due to the circumstances.

Lysiak commended Sheehan for his cooperation and willingness to work with the schools.

Moved by Knop, seconded by Teresi to pay the bills.  
VOTE AYES-Unanimous

Community Ambulance (10804 Forest Street) submitted a request for waiver of surcharges in the amount of \$41.40 from the October billing. The high consumption was investigated by EMS personnel and a leaking toilet was discovered and repaired.

Moved by Teresi, seconded by Knop to a one time waiver of surcharges per property address in the amount of \$41.40 for 10804 Forest Street.  
VOTE AYES-Unanimous

Revenue, Expenditure, and Cash Balances reports were reviewed.

During review of the delinquent accounts discussion was held regarding a security deposit requirement for all new accounts. The topic was to be included in future discussions.

On line payment by credit cards will continue to be available as the Clerk was able to negotiate a lower cost from the software company.

During review of Superintendent monthly reports the trustees were informed that improvements to the Therm-o-Link testing manhole had been completed with the Street Departments assistance, the Park Avenue water tower controlling valve was currently being rebuilt, number 20 raw water well had passed bacterial re-testing and that Portage County Health Department had performed Tier 3 water testing. Also during this time the Board reviewed cost quotations from Control Associates (for replacement of chlorine room piping at the WTP), Buckeye Pumps (for replacement of piping & level controls in the Shawnee Trail lift station), and Scotchmen Electric (for replacement of main three-phase wiring at the WWTP).

Moved by Knop, seconded by Teresi to authorize Control Associates to rebuild interior piping in the WTP chlorine room at a price not to exceed \$4,671.00.  
VOTE AYES-Unanimous

Moved by Teresi, seconded by Knop to authorize Buckeye Pump to replace interior piping and level control equipment in the Shawnee Trail lift station at a price not to exceed \$6,000.00.  
VOTE AYES-Unanimous

Regarding the three-phase wiring replacement work, trustee Knop wanted to meet with Superintendent Sheehan to go over the scope of the repairs.

Also discussed at this time was the water main located on a private drive off of Brosius Road that is currently on property owned by Don & Jodi Neu. Superintendent informed the Board that he had met with the Neu's who were in favor of a maintenance easement over the water main and that test excavations had uncovered a 6" asbestos cement pipe that was in good condition with adequate cover. The Board instructed the Village Solicitor and Superintendent to prepare a draft easement for review by both the property owners and the Board.

Discussion was held regarding the status of Phase I North Street Water Main Replacement Project. Superintendent Sheehan told Board members that the final plans had been completed, test boring should be performed within the next two weeks, bidding would be advertised starting November 24, 2014, and that Ohio EPA review was not required due to new pipe size and since the new water main was being installed in the exact location of the existing piping. He did caution that the project, as designed, was almost 400 feet longer with more paving area restoration than originally planned and that preliminary project costs estimates were being re-evaluated by the Village consulting engineer.

Regarding inspection for the project, Superintendent Sheehan stated that he contacted QCI Inspection and was waiting on a return call for a quotation.

In other old business, Mayor Patrick offered to contact ODOT regarding remaining utility restoration work and compensation for damages incurred during paving of State Route 82. Council President Hardesty and Superintendent Sheehan are scheduled to meet with consulting engineers on November 21, 2014 to discuss issues related to the water main replacement for the downtown area. Also, Superintendent informed Board that he is still waiting on an estimate to replace damaged fencing on sanitary sewer interceptor that crosses the river between Windham & Water Streets.

Board member Teresi updated the Board on the water monitoring program.

Superintendent Sheehan asked that it be noted in the minutes that final landscaping and restoration work for 10603 highland Avenue (Tim & Mandy Duncan) is on hold until repair work on the box culvert has been addressed. Replacement foliage along the side yard and creek bed was not installed since it would probably be in the way and removed during culvert repair.

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

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Vice President

ATTEST:

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Clerk