

## Regular Board of Public Affairs

JUNE 8, 2015

The meeting was called to order by President Stephanie Byrne. Also in attendance were Board member Chris Knop, Solicitor Michelle Stuck, Superintendent Jeff Sheehan, Board Clerk Linda Hartman (for Village Clerk Nancy Baldwin), Income Tax Clerk Val McCullough, and Cindy Sheehan. Fran Teresi absent.

The Board reviewed the prior meeting minutes. Chris Knop asked for clarification of the paragraph documenting Council President Tom Hardesty's concern over the Village expenditure for a replacement fire hydrant. Normally the Village Safety Committee funds hydrant purchases, but the BPA agreed to cover expenses for this hydrant.

Moved by Knop, seconded by Byrne to approve the May 11, 2015 minutes as presented by the Clerk.  
VOTE AYES-Unanimous

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

The Revenue, Expenditure, Cash Balances reports were reviewed.

The Delinquent Accounts report was reviewed. President Byrne asked Clerk Hartman if the revised delinquent billing and customer notification process was working. Clerk Hartman responded that the current policies and procedures were working to keep delinquent bills under control.

Superintendent Sheehan reviewed the May Superintendent's report. Significant events:

- Sheehan met with US Protective Services regarding failures in the alarm systems at both plants. Repairs to a faulty cellular connector at the Wastewater Treatment Plant were made. The company is now troubleshooting at the Water Treatment Plant.
- Sheehan attended a meeting with Therm-O-Link and EPA representatives relating to excessive copper levels in the Village sanitary sewer system.
  - Village personnel performed copper sampling at the Wastewater Treatment influent raw and effluent final, and at the manhole for Therm-O-Link.

The North Street Issue I Water Main Replacement Project was discussed. Work is scheduled to begin June 29, 2015. Traffic and Safety plans are overdue from the contractor, Fioritto Construction. Sheehan has requested that Project Engineer Said Abou Abdallah follow up with Fioritto to provide the overdue plans so construction can begin on schedule.

The Board questioned Sheehan regarding the status of the water main replacement for the fire-damaged side of Main Street. Sheehan said that Mayor Rick Patrick and Council President Hardesty are waiting for a response from property owners Kim and Randy Weingart.

The easement for the Neu property on Brosius Road is near completion. Solicitor Stuck has the corrected survey and easement. Signatures will be obtained and the Board will ask for approval from Council.

The Cooper property easement and easement agreement were approved by Council in the May meeting and the water main relocation work is set to proceed.

The Board of Public Affairs revisited previous meeting conversations about compensation to the Village Street Department for work performed for the Board. Sheehan suggested that guidelines be established which may include fees to cover hourly use of equipment, employee rates, paying for services on a regular basis rather than periodically. Board Member Knop suggested that the Street Department and the BPA Superintendent track services used in order to support billing and payments between the departments and he would prefer that this be done on a monthly basis. Solicitor Stuck suggested that Clerk Baldwin consult with the Auditors on allowable practices for charges related to equipment already owned by the Village.

President Byrne presented a suggestion from Fran Teresi that the Board could fund a financial study to help the Village create future budget projections similar to what the Board annually develops. Solicitor Stuck reminded the group that BPA funds must be used for expenses directly related to the Water and Wastewater Treatment departments, so a financial study would likely not be an allowable Board expense.

The BPA Oil/Gas Drilling update was reviewed.

Superintendent Sheehan revisited the discussion regarding customer fees for damaged water meters. Suggestions included establishing a fixed rate for the service call plus actual cost of the meter repair. Sheehan will provide a draft proposal for preliminary review by Solicitor Stuck, and for Board review at the July meeting. The plan is to formally include any fee changes into the Board of Public Affairs rules and regulations.

President Byrne shared her disappointment over Council's discussion and decisions in their May meeting regarding cost-cutting measures to support the Police Department budget issues. The current proposal is to eliminate longevity pay for all employees that receive it for a period of one year beginning in mid-2015. Additionally, employee's medical insurance contribution percentage would be increased. Byrne commented that applying the cuts to BPA employees would not help the budget issues since BPA funds are separate from the Village General Fund by Ohio law. Council is expected to continue the discussion at their June 17, 2015, meeting. BPA members Chris Knop and Fran Teresi are planning to attend that meeting.

President Byrne asked Superintendent Sheehan about the status of filling the vacant laborer position for the Water / Wastewater departments. Some candidates have been interviewed, but so far skill sets have not matched the job requirements.

Superintendent Sheehan reviewed information regarding the replacement of waste pumps at the Wastewater Treatment Facility. Sheehan recommended dry discharge pumps be installed at a cost of \$10,200 per pump. Sheehan asked to purchase one pump at this time. The Board will consider and discuss at the next meeting.

Sheehan also provided information on proposed work to service a blower at the Wastewater Treatment Facility. Similar work was completed satisfactorily last year (on a damaged blower) by AI's Electric Motor. The work includes removing the blower by crane, repairing, rebuilding and reinstalling the device. Sheehan estimated the cost to be just under \$6,000 and requested Board authorization to proceed with the service.

Moved by Knop, seconded by Byrne to authorize the repair of the second blower not to exceed \$6,000.  
VOTE AYES-Unanimous

Water Department Raw Well #20 was serviced last year and Superintendent Sheehan would like to continue to follow the Board's planned maintenance schedule (5-6 year rotation) by having Raw Well #19 serviced in 2015. The expense is estimated to be \$30,000 and the expense is already included in the 2015 budget. The Board asked Sheehan to submit a more formal cost estimate for the July Board meeting.

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

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President

ATTEST:

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Clerk