

REGULAR BPA

NOVEMBER 9, 2015

The Board of Public Affairs meeting was called to order by President Stephanie Byrne with Superintendent Jeff Sheehan, Solicitor Michele Stuck, Chris Knop, Fran Teresi, Clerk Nancy Baldwin, Linda Hartman, Becky Harrington, Debbie Wordell, Mayor Rick Patrick, Council President Tom Hardesty and David Maresh.

Moved by Knop, seconded by Teresi to approve the October 11, 2015 minutes as amended for clerical corrections.

VOTE AYES-Unanimous

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

Revenue, Expenditure and Cash Balances reports were reviewed.

Late accounts report was reviewed.

Clerk Nancy Baldwin reported that Tyler Technologies reduced the cost of the electronic transfer transactions (on line credit card transactions) to \$300.00. Tyler Technologies will refund the Board of Public Affairs the difference.

The Garrettsville Post Master submitted a request to lower the sewer rate charged for at the property based on the number of employees that are working daily instead of the total number of employees. The request was denied and the Billing Clerk was asked to send a written response.

Superintendent Sheehan reported that during the month of October the following events occurred:

- The laptop that reads the meters failed and had to be sent for repair to Master Meter Company.
- The North Street Phase I Water main Project is complete.
- Layne Christensen completed repairs to raw well #19.
- Superintendent Sheehan met with Layne Christensen to go over the rapid sand filter issues and will be sending a quote as soon as possible.
- The work on the water main easement at 11284 and 11316 Brosius Road was completed.
- Silver Creek Plumbing replaced the oversized meter at Deluxe Cleaners Laundromat.

Superintendent Sheehan was asked for an update on the Therm-o-Link copper limits. As of the meeting no response has been received regarding the compliance letter the Village has submitted to Therm-o-Link.

The wording regarding the cost and fees for service calls to repair damaged water meters will be reviewed at the December meeting.

Tom Hardesty has prepared an Interdepartmental Compensation Form that will be used to aid the Water/Sewer department in providing reimbursement for any interdepartmental work. Michele Stuck reported she has an updated FEMA spread sheet that will be needed to update the compensation form. The form will be submitted for approval at the December meeting.

Fran Teresi reviewed the BPA oil/gas drilling report.

Superintendent Sheehan asked the trustees to consider hiring Howard Moore as a permanent part-time employee (a work week of up to 39 hours) with a probationary time line.

Moved by Teresi, seconded by Knop to hire Howard Moore as a permanent part time employee with a six month probation beginning November 12th, 2015 at a salary of \$12.00.

VOTE AYES-Unanimous

The Local metal limits regulations update is set to be completed by May of 2016.

Superintendent Sheehan obtained a quote from S and J Construction to recoat the Water Treatment Plant roof at a cost of \$3200.00 with a first installment of \$1800.00 to purchase materials.

Moved by Teresi, seconded by Knop to approve the proposal from S and J construction to recoat the Water Treatment Plant roof at a cost not exceed \$3200.00 with a first installment of \$1800.00 to purchase materials before work begins.

VOTE AYES-Unanimous

Superintendent Sheehan has also obtained a quote from Fioritto Construction to repair the manhole and re-align the sanitary pipe behind 10968 North Street.

Moved by Knop, seconded by Teresi to accept the proposal from Fioritto Construction to replace the manhole at a cost not to exceed \$20,000 and to realign the piping at a cost not to exceed \$24,000.

VOTE AYES-Unanimous

A vacant seat exists on the Board of trustees after December 31, 2015. The Mayor will appoint someone to the vacant position and then Council will be asked to approve that appointment.

A discussion was held to hold the Board of Public Affairs meeting at an earlier time on the appointed meeting days. A decision will be tabled until the appointment of a new trustee takes place.

Moved by Teresi, seconded by Knop to adjourn.

VOTE AYES-Unanimous

President

ATTEST:

Clerk