

## Regular Board of Public Affairs

April 11, 2016

The meeting was called to order by President Stephanie Byrne. Also in attendance were Board members Fran Teresi, Ed Maresh, Superintendent Jeff Sheehan, Solicitor Michele Stuck, Board Clerk Linda Hartman (for Village Clerk Nancy Baldwin), Chuck Klamer, and Mayor Rick Patrick.

The Board reviewed the March 7, 2106 minutes. Moved by Teresi, seconded by Maresh to approve the minutes as presented by the clerk.

VOTE AYES-Unanimous

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

VOTE AYES-Unanimous

The Revenue, Expenditure, Cash Balances reports were reviewed. Fran Teresi noticed the expenses were at 41% and it was only the beginning of the second quarter. Clerk Hartman explained that there are blanket purchase orders for regular expenses such as the utilities appropriated for the year.

Delinquent accounts were reviewed. President Byrne asked Clerk Hartman about one account that seemed high. Hartman responded that the customer had made inadequate payment arrangements and would be contacted to revise the payment plan.

Superintendent Sheehan reviewed the April Superintendents report. Significant events:

- Personnel repaired drywall, primed, and repainted the Water Treatment Plant office walls.
- Discussion was held regarding elevated copper discharge throughout the collection system. Sheehan noted that continued sampling in three different sections of the Village were being sampled monthly in an effort to locate and reduce any copper loading. One of those areas was Energizer who were contacted and offered to look into ways to reduce this discharge.
- Two low pressure complaints were investigated and found to be a result of pressure issues with home softening treatment unit and an interior plumbing problem.
- Portage County Health Department performed Tier 3 water testing on well #20.

The flow/precipitation comparison report was reviewed.

Lighting updates to both the Water and Wastewater Plants were discussed. Scotchman Electric submitted quotes to update/repair lighting and install motion sensors. The decision was made to make the updates in phases. Moved by Teresi, seconded by Maresh to perform LED updates and motion sensors for the Water Treatment Plant High service building and exterior of the Main building in the amount not exceed \$3000.00 and LED lights and motion sensors for the Wastewater Treatment Plant Office, garage, Lab, exterior, blower building exterior and exterior lights for the digester building not exceed \$7000.00.

VOTE AYES-Unanimous

Superintendent Sheehan submitted a quote for repair of the damaged fire hydrant at 8049 French Street. Sheehan then submitted and reviewed the monthly Therm-O-Link Wastewater Sampling report. Several months of sampling have come below the new discharge permit limit of 25 ug/l. Ed Maresh asked when sampling would be able to cease. Sheehan responded that sampling must go on to insure Garrettsville and Therm-O-Link are in compliance with Garrettsville and EPA standards. Sheehan and Solicitor Stuck are working on the updates to the Rules and Regulations regarding sanitary sewer connection termination.

President Byrne noted that a water rate adjustment work session needed to be scheduled. All were in agreement that the fall would be a good time to schedule the work session. President Byrne asked if a quote had been obtained to reprogram cycles on the dry discharge pump. Sheehan did not have a quote from Thoma Technologies as of the meeting.

Discussion was held regarding maintenance work for the two control valves at the Water Treatment Plant. Sheehan submitted a quote from WP Kolens & Associates, Inc. for this work. Moved by Teresi, seconded by Maresh to approve the expenditure of \$3500.00 for the labor, travel costs and repairs of the two 6" control valves on high service pumps #1, and #2 at the Water Plant.

VOTE AYES-Unanimous

President Byrne then discussed the written requested for an extension of the sanitary sewer connection at 10519 Liberty Street (Pride Auto Wash). The trustees agreed to extend the tap-in until August 31<sup>st</sup>, 2016, as requested, and require all connection fees be paid with 30 days from this meeting (May 12, 2016). Clerk Hartman will inform the property owner of the Boards decision.

Superintendent Sheehan will investigate the status of the Issue 2 North Street application for funding from OPWC.

Discussion was held regarding the Fox Hollow development maintenance agreement. The owners of the development asked if the testing could be performed prior to the last three sanitary lateral hook ups. Sheehan agreed to the request provided that these excavated areas be re-tested. The required inspection/testing of the utilities is scheduled to begin within the next week.

Fran Teresi reviewed the Oil and Gas drilling update. Teresi stated that Anna Draa of JD Geological and Environmental Services has finished the 2015 annual Water Monitoring Report. Fran will submit formatting preferences to Draa and pick up the report for distribution.

President Byrne invited everyone interested in attending the Portage Park District awards dinner at the end of April. Fran Teresi will be accepting the Environmental Educator Award at the dinner.

Repairs to the roofs at both the Water Treatment and Wastewater Treatment Plants were discussed. J Warren Construction has submitted a quote for these repairs. Moved by Teresi, seconded by Maresh to approve the repair of the Water Treatment Plant roof by J. Warren Construction not to exceed \$8000.00 and the Wastewater Treatment Plant roof repairs not to exceed \$12,000.00.

VOTE AYES-Unanimous

President Byrne asked for meeting changes. It is requested and approved for the May meeting to be pushed back to 7:30PM and the June meeting to be changed to the 13<sup>th</sup> at 6:30.

Superintendent Sheehan reported that the Shawnee Trail Lift Station is requiring emergency repairs to the pipes that appeared to be damaged during the recent maintenance cleaning. Repair will begin as soon as possible.

On April 24<sup>th</sup> volunteers from Hiram College will be cleaning the river bed from the dam to the Wastewater Treatment Plant. Sheehan requested that the Board of Public Affairs pay for the disposal of trash from the Street Department dumpster to cover the excess trash from river bed.

Moved by Teresi, seconded by Maresh to adjourn.

VOTE AYES-Unanimous

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President

ATTEST:

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Clerk