

PLEASANT HILL BOARD OF PUBLIC AFFAIRS MEETING
February 27, 2005
MINUTES

The Village of Pleasant Hill Board of Public Affairs met in regular session on February 27, 2007. President Stan Fessler called the meeting to order at 7:40 p.m. Roll Call: Stan Fessler; Kory Krofft; and Jamie Clark all present. Others present: Jason Winner, Fanning/Howey; Service Superintendent Jeff Derksen; and Clerk Debbie Cress.

Debbie read the minutes from the January 30, 2007 meeting. Jason Winner questioned the statement Jeff had made that Fanning/Howey doesn't do many wastewater projects and are just breaking into that field. Kory noted that the question is if the minutes are accurate and a representation of the discussion; if the discussion was incorrect, Jason could correct that, but not as a change to the minutes. Jamie made a motion to approve the January 30, 2007 regular meeting minutes as read, seconded by Kory. Roll Call: Jamie – yes; Kory – yes; Stan – yes. Motion carried. The BPA agreed that reading the minutes aloud at the meeting would be discontinued.

Citizens Concerns:

Stan reported that Travis Brown had contacted him to see if there would be any compensation available for the damage from the January sewer leak into his basement and that he had explained to Mr. Brown that the Village is not liable for such damages and suggested that he contact his homeowners insurance. Stan also noted that he had invited Mr. Brown to attend the BPA meeting.

Jeff reported that Tom Bohlander had experienced a broken water line at 26 N Main St. and had requested that the BPA review his billing. Kory read from the rules that no reduction in water charges will be made for leaks or situations where high water usage is indicated from the meter record; where water has passed through the meter but not discharged into the sewer system because of discharge into the ground, adjustment will be made for sewer service charges; verification of the situation must be made by the Village and the customer may be requested to obtain statements from a plumber or other disinterested person so this adjustment can be made; the amount of the adjustment for credit will be determined by the BPA. Jeff reported that he had estimated the water which had leaked into the basement at 60,000 gallons; Debbie reported that using the meter reading, usage was approximately 61,000 gallons higher than average. Jamie made a motion to reduce the sewer billing for 61,000 gallons of usage. Kory seconded. Roll call: Jamie – yes; Kory – yes; Stan – yes. Motion carried.

Department Reports:

Debbie reported that she has not investigated the Newton School billing, and doesn't expect to get to it until the new meter is installed and the final old meter reading is done. Jeff reported that he had received the instructions for the meter installation and will make arrangement for installation.

Debbie reported that the \$500 check from Vectren had been received.

Debbie expressed thanks for Jamie spending two days at the Village office: the CMI updates for the utility and tax software programs had been installed and the software is current; Microsoft updates were installed; back-up systems, both data and full system, are functional and are being done on a prescribed basis; and anti-virus is updated.

Debbie reported that she has not compared the inactive accounts on Jeff's board to the utility system records.

PLEASANT HILL BOARD OF PUBLIC AFFAIRS MEETING
February 27, 2005
MINUTES

Debbie reported that the OhioEPA had recently sent two letters to the BPA: the first one was dated January 31, 2007 and was a notice of violation – failure to sample drinking water as required for total coliforms; the second was dated February 21, 2007 and was for a missing monthly operating report for NPDES permit 1PB00026. She had given the first letter to Jeff and the second had arrived that day. She requested that the BPA instruct her on their expectations of her when this type of correspondence is received. Jeff stated that it is not uncommon to receive these types of notices, and in the past, Bob has handled them; the issue in the first letter was a programming error when the report was submitted and that Bob had resolved the problem and had mailed the OhioEPA hard copies. Kory questioned if the public notices were required; Jeff replied that they were not necessary because Bob had resolved the situation. Kory expressed his opinion that he would like to have contact from the OhioEPA that they consider the situation closed. Jamie noted that he was unaware of this type of correspondence. The BPA instructed Debbie that when this type of correspondence is received to give it to Jeff, and email the BPA members. Jeff is to get with Bob. In the case of a paperwork snafu or similar problem, when Jeff knows that the situation is resolved, he is to notify Debbie, who confirms that by contacting the OhioEPA and emailing the BPA. Jeff will report on the resolution at the next BPA meeting. In the case of an actual incident, the required protocol will be followed, with the BPA kept apprised of the situation.

Debbie reported that there are repair issues with the Village office copier and that Tony has requested the BPA's thoughts about repair versus replacement. The BPA requested that there be investigation of the cost of replacement versus the repair cost, and agreed to proceed appropriately, with the cost to be shared between the Village and BPA.

Jason referred to Jeff's comments at the January 30 meeting and clarified that Fanning/Howey has extensive experience in wastewater projects, that sludge drying beds are something they don't get into a lot. Jason requested that BPA provide guidance in what was needed for the sludge bed study; he had contacted Joe Miller – OhioEPA, and that Joe said as long as there is an approved hauler, the beds can be removed. Stan noted that while Joe had told him the same thing, the BPA had also been told that since it is on the permit there needs to be an analysis of the benefit of removal. BPA requested that Jeff contact Joe, state that Mike's Sanitation is hauling the sludge and that the BPA wants to remove the sludge beds, and request a letter allowing removal of the beds. Jason reported that Jeff had given him and Craig Mescher a tour of the facility.

Jason reported that Fanning/Howey had submitted to the Mayor a proposal to do a sanitary sewer study, and that he has been requested to present that to the next Council meeting. This proposal covers the Mayor's request to do a wastewater treatment case study on the entire facility, look at a long term plan, look at the current facility, potential upgrades, future requirements with the new permit coming up.

The BPA discussed that their involvement in seeking/investigating wastewater treatment facility proposals has been an effort to educate themselves so that they will be in a position to make recommendations for appropriate short and long term solutions. Jason offered to send the BPA members and clerk copies of what he had submitted to the Mayor. The BPA noted that they are not interested in being involved in a power struggle, but would like to stay informed. Jason noted that the BPA can learn a lot about different designs from having different people come in. Jason stated that he would be willing to review the reports from other firms and make recommendations. Jason also stated that his firm has been especially successful in obtaining funding for these projects. Jason noted that his \$15,000 proposal is for a full blown study of existing conditions, proposed solutions, whether a retro-fit would work, need to acquire more ground, and other options, and this takes a lot of time and effort to do something so involved. Jason noted that he has been the Village engineer for the past

PLEASANT HILL BOARD OF PUBLIC AFFAIRS MEETING
February 27, 2005
MINUTES

several years and is willing to be the overseer of this, or submit a proposal along with everyone else. BPA expressed that there was no intent to leave Fanning/Howey out when proposals were requested, but felt they were in the preliminary investigation stages. The BPA questioned whether Fanning/Howey would be interested in overseeing the project if it were given to someone else; Jason replied that he would have to get back to them on that.

Jeff reported that the Mayor had directed him to contact Jason about getting updated utility maps because what he has is from the 1980's, which do not include Cheyenne, Ash Knoll, Newton Drive, no water or sewer maps, and since Jason is doing the zoning maps, it would be cost effective to have the utilities done also. The costs of a GPS locator survey and a tracing transfer map were requested. Jason agreed to email this information to BPA members prior to the next meeting.

Jeff informed the BPA that he has not scheduled his CDL license test.

Jeff reported that he needs to order the lift station plaque.

Jeff stated that he had turned in a list of water meters in inventory; the rest of the inventory list requires quite a bit of work because this has never been done before, and he recommends that it be done by building. Jeff reported that he has sent in the paperwork for his wastewater license examination, but has not heard anything back.

The BPA reviewed the Vannus property utility situation: Kory noted that the BPA had been approached about giving permission to use plastic rather than copper for the water installation. Jeff reported that the Mayor had told him that the Vannus' could not have water until they went to the council. Jeff reported that he could not find in the rules and regulations any requirement each house have a separate line, nor that they have to go to Village council or get a zoning permit. It was agreed that BPA had not given consideration to whether annexation into the Village was required to obtain water service being there is existing service to the Kinney property, not in the Village, along with other Lauver Rd properties. Kory made the point that BPA had approved the use of the requested material to tie in to the system, and were not in a position to approve the plans for construction. Jeff reported that the Mayor had instructed him that the BPA should have referred the Vannus' to the Zoning Board because the only way they can get Village water is petition through the Council and the Zoning for permission to get water; Jeff noted that he could not find this in the rules. It was questioned if one way to address the situation was to have two lines – the existing one and the new one, but Jeff expressed that there is a concern that the existing line will be cut during the installation of the new one. Jeff reported that he intends to keep Miller Brothers scheduled for the hot tap on March 5. Jamie stated that he would advise the Vannus' to make sure that they have all required permits. Stan summarized the BPA position is that the Vannus' can tap in as the BPA has granted their request, because not only did the BPA approve materials, they also imposed the tap in fee (by refusing to waive). It was agreed that if the Mayor has a question about this, he should contact the Village solicitor and determine if the BPA has the authority to authorize access to water service.

Jeff reported that in the new zoning book, under the section of regulations, construction standards, drawings, and design criteria, line 4 says that one meter will be furnished by the Village under the tap in fee. BPA noted that this is incorrect. BPA expressed surprise that they weren't consulted to review this document; Jeff noted that was something that had apparently not been done during the transition between him and Bob. BPA

PLEASANT HILL BOARD OF PUBLIC AFFAIRS MEETING
February 27, 2005
MINUTES

expressed satisfaction that Jeff had reviewed the document, and brought questions to them.

Jeff reported that several properties had required meter parts to be replaced because of freezing, and Tony wanted to know if this is something that needs to be charged to the property owner. It was agreed that the BPA would need to know the average cost of parts and time involved before this decision could be made. It was questioned whether residents should be calling a plumber rather than Jeff. It was noted that the water is turned off and on, but no turn on fee is imposed. It was agreed to leave it the way it is.

Jeff reported that he would like to purchase a 30 gallon portable air compressor at a cost of \$319 - \$400, and BPA agreed to pay up to \$150.

Jeff reported that Glen Gregg on Lauer Rd has a horse farm, and had hauled manure to an area that concerned him. He called John McDaniels at the OhioEPA to determine what the buffer zone is, learned it is 300 feet, and the manure is 210 feet from the closest well. The EPA had instructed him to pull a couple of samples because of concerns about contamination by high nitrates, he expects the test results tomorrow, and the EPA wants the manure removed asap. Stan reported that he had contacted Mr. Gregg to make arrangements for removal. Jeff reported that if the test results come back with high nitrate, we would be in the situation of notifying the public, go to boil alert, switch to the farthest well, notifying news media. Debbie questioned what her responsibilities would be in such a situation; Jeff noted that the contingency plan for notification does not involve the clerk. It was agreed that since this situation potentially threatens the Village water supply, if necessary Jeff should use the backhoe to remedy the situation. Jeff reported that under federal law, endangering a town by contamination of a well is considered a terrorist act.

Jeff reported that the big belt had broken during a freeze up at the sewer plant, and he will order a replacement. BPA requested that Jeff report back at the next meeting on protection for the belts and drive system.

Jeff reported that Bob Chaney continues to make his checks.

Old Business: None

Tabled items:

Second Reading by Title of Ordinance 1019 – Commercial Water Usage was tabled.

Third Reading by Title of Ordinance 1023 – Partial billing for Residents who are Permanently or Temporarily Leaving was tabled.

New Business:

Web site:

Kory reported that BPA ordinances and minutes are current; Village minutes are current except for one file that needs to be scanned in. Kory reported that he suggested to the Mayor that a council position be created for someone to be responsible for Village web site information.

Kory moved to pay the bills, seconded by Stan. Roll Call: Kory – yes; Stan – yes; Jamie – yes. Motion carried.

PLEASANT HILL BOARD OF PUBLIC AFFAIRS MEETING
February 27, 2005
MINUTES

Debbie reported that next month there will be a bill from Computer Rescue submitted for the external hard drives for the back-up units; Stan asked if a motion were necessary at this meeting, Debbie responded that it will be presented at the next meeting.

Stan expressed his appreciation for Jeff's response to the sewer back-up situation last Sunday.

Jamie moved to adjourn, seconded by Stan. Roll Call: Jamie, Stan, and Kory all yes. Meeting adjourned at 10:00 pm.

President: Stanley Fessler

Clerk: Debbie Cress