

PLEASANT HILL BOARD OF PUBLIC AFFAIRS MEETING
APRIL 24, 2007
MINUTES

The Village of Pleasant Hill Board of Public Affairs met in regular session on April 24, 2007. President Stan Fessler called the meeting to order at 7:30 p.m. Roll Call: Stan Fessler - present; Kory Krofft - present; Jamie Clark - present. Others present: Mayor Gary Johnston; Service Superintendent Jeff Derksen; Clerk Debbie Cress.

Stan made a motion to approve the March 27, 2007 regular meeting minutes as presented, seconded by Jamie. Roll Call: Stan - yes; Jamie - yes; Kory - yes. Motion carried.

Citizens Concerns: No citizens were present.

Department Reports:

Debbie reported that several people had expressed displeasure with the water shut-off process, most complaints were that they felt there was inadequate notice and lack of individual attention.

Debbie reported that she still has to deal with the Newton School billing but that this will be done before the next billing is issued. She has the list of inactive accounts and needs to verify that with Jeff's list.

Debbie reported briefly about the CMI utility system training, but noted that none is currently being offered. She will get back to the board when the next training is scheduled.

Debbie reported that she had reviewed the Village web site calendar, and submitted any changes and corrections that she had noted.

Debbie submitted Tony Fessler's request that BPA meeting dates be verified for inclusion in the Newton Music Boosters Community Calendar project. It was noted that the scheduled date for the December 2007 meeting is December 25. Kory made a motion that the December meeting be changed to 7:30 p.m. on December 18, 2007. Jamie seconded. Roll call: Kory - yes; Jamie - yes; Stan - yes. Motion carried.

Jeff reported that Bob Chaney's sewer and water checks are continuing satisfactorily.

Jeff reported that he was able to return the meter that had been purchased for the Vannus property because another entity needed one. Credit has been issued by the vendor.

Jeff reported that meter vendor E J Prescott has informed him that the meter reader is obsolete, that you cannot buy parts or software, and he wants the Board to be aware of the situation.

Jeff reported that the Helman property (207 W Monument St) repairs have been completed. The Board discussed the circumstances surrounding the need for the repairs: The water was turned off on April 12, 2007 for non-payment of the utility bill. Jeff reported that he had seen someone tampering with the curb shut-off valve that evening. It was reported that Paul Wagner instructed Village employees to file a Sheriff's report and also suggested that the Board have Jeff, Tony, and Debbie write statements about the situation. The Board agreed that they expect full reimbursement from Brad Helman for the cost of the repairs. The Board instructed Jeff to prepare an itemized list of parts and determine the time required for the repairs, and to submit this information to Tony. Stan agreed to contact Paul Wagner for guidance in handling this situation.

Jeff suggested, and the Board approved, that a meter reading be taken whenever the water is turned off, and then another reading when it is turned back on.

Jeff was instructed to provide Tony/Deb with a list stating the status of any shut-offs that were referred for non-payment.

It was agreed that there is a need to establish a different fee for water turn ons required/requested at times other than during scheduled work hours.

Jeff reported that he has contacted Rex Strong about repair of the curb shut-off valve at the UCC Church. It was noted that there will be a new valve installed if the SR718 project goes forward.

Jeff reported that Harve Bowman had requested that the Board determine if they are interested in purchasing his old bucket truck. BPA examined the truck and agreed that from their perspective they do not feel there is a net value to acquiring this type of equipment.

Jeff reported that although he has not scheduled his CDL test, he has been studying for his May 22 wastewater examination.

Old Business:

The Board discussed the utility mapping proposal options submitted by Fanning/Howey: Option 1 - Utility mapping using the existing maps provided by the village \$3,000 Option 2 - on site topographic surveying utilizing GPS equipment for precise locations of all manholes, valves, catch basins and existing information for location accuracy such as curb and gutter, streets, etc \$7,500 Option 3 - In addition to Option 2, includes identifying all inverts for existing sanitary and storm piping, to provide precise information on the depths \$10,200. It was agreed that this project would be further discussed and prioritized during the budgeting process.

Stan reported that Gateway Tank has requested a letter for possible use in the company brochure as to the Board's satisfaction with the efficiency and professionalism during the recent water tower project. It was agreed that Stan should send the requested letter.

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In response to the Board's request for potential expenses related to the SR718 project, Jeff stated that curb boxes are \$38 each, valves are \$28, and copper is \$1,000 per 50 foot roll. Jeff stated that he would have to determine the number of properties and expense involved and would have that information for the next meeting.

Stan updated the Board on the Linda Brown, 211 E Monument St, water in the basement situation: The Board has been advised by Paul Wagner that he recommends that their position be that a homeowner needs to prove that Village action caused the problem. The Board agreed that this would be their position. Stan stated that he will communicate this to Linda Brown.

New Business: None

Tabled items:

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

It was discussed that the current bulk billing rate is \$2.30 per thousand gallons.

Third Reading by Title of Ordinance 1023 - Partial Billing for Residents Who Are Permanently or Temporarily Leaving was tabled.

Debbie reported that it appears there is a person living in the area of the laundromat property that used to be a gift shop. It was agreed that prior to determining any BPA issues, any zoning issue needs to be clarified. BPA agreed that for any unbilled periods, unreported multiple units would be charged retroactively for any minimums and the capital improvement fees.

Jeff requested guidance from the Board about removal of the lawn hydrants from the Kinney property. He was directed to send a letter that the BPA is aware of these lawn hydrants' existence, and request confirmation that these have been removed or are now being metered.

Kory made a motion to pay the bills. Jamie seconded. Roll call: Kory - yes; Jamie - yes; Stan - yes. Motion carried.

Kory moved to adjourn, seconded by Jamie. Roll Call: Kory - yes; Jamie - yes; Stan - yes. Meeting adjourned at 9:05 pm.

President: Stanley Fessler

Clerk: Debbie Cress

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