

PLEASANT HILL BOARD OF PUBLIC AFFAIRS MEETING
JULY 31, 2007
MINUTES

The Village of Pleasant Hill Board of Public Affairs met in regular session on July 31, 2007. President Stan Fessler called the meeting to order at 7:35 p.m. Roll Call: Stan Fessler – present; Kory Krofft – present; Jamie Clark – present. All present. Others present: Neil Schaurer; Carol Snead; Genevieve McFadden; Donna Favorite; Service Superintendent Jeff Derksen; Fiscal Officer Tony Fessler; Clerk Debbie Cress.

Kory made a motion to approve the June 26, 2007 regular meeting minutes as submitted, seconded by Jamie. Roll Call: Kory – yes; Jamie – yes; Stan – yes. Motion carried.

Citizens Concerns:

Neil Schaurer, 119 W North St, expressed his dismay about his higher than normal bill, when he had been out of town much of June. He was advised to check for leaks and that Jeff would be available to help him determine the problem, including an interim reading.

Genevieve McFadden, 20 Ash Knoll, and her daughter Carol Snead, informed the BPA that Mrs. McFadden had experienced a high bill because she was trying to establish her new lawn. They noted that they were unaware of the sewer abatement available for this type of activity. The BPA reviewed Mrs. McFadden's usage history at her new address and at her previous address at 214 E High St. Stan made a motion to issue a \$92 credit for sewer abatement to Mrs. McFadden's account. Kory seconded. Roll call: Stan – yes; Kory – yes; Jamie – yes. Motion carried.

Donna Favorite, 202 S Long St, expressed her frustration about the problems she encountered when filling her pool. She said that the Village office told her to contact Jeff; he informed her that the Village no longer has fire hose, so she borrowed fire hose from the fire department. The pool liner installation people came on a day when she was out of town, and Jeff was taking his sewer test, so the liner people started filling the pool from her outside faucet (metered water), and no one was available/contacted to take a starting meter

reading. Fire department personnel finished filling her pool. She stated that she felt hassled, and feels there is no clear policy on how to get your pool filled.

Jeff confirmed that Village personnel had filled pools in the past, but based on BPA's decision not to purchase any more fire hose, they are unable to fill pools. Kory stated that it is not cost effective for Village personnel to fill pools when the only charge is for the water, plus the possibility of complaints from users if rust is broken loose.

Kory reported that he had brought pool filling by the fire department to the attention of the JFD, and was assured by the fire department that this type of activity is considered training. Kory said he had requested that when the fire department fills pools they notify the Village so that proper billing can be made, but he had not received any assurance that this request would be complied with.

Mrs. Favorite requested that the Board review the charge assessed for water used to fill her pool. For billing purposes, it had been recorded that she had used 13,000 gallons of water from the fire hydrant; therefore she was billed \$29.90 (13 X \$2.30 per 1,000 gallons). She reported that her pool had actually been filled by a combination of using metered water and with water from a hydrant; she estimated that 5,000 gallons was metered water. Jamie made a motion to issue a \$23 credit to Mrs. Favorite's account: 5,000 gallons sewer abatement (5 X \$2.30 per 1,000 gallons = \$11.50) for water through her meter and 5,000 gallons of water overcharged (5 X \$2.30 per 1,000 gallons = \$11.50) as being from the hydrant. Kory seconded. Roll call: Jamie - yes; Kory - yes; Stan - yes. Motion carried.

The Board reviewed a letter requesting that late fees be waived on the Robert Kight, 218 E Monument St, account based on no late payments in the last three years and that the payment had been made just one day late. Kory made a motion to waive \$21.18 in late fees on the Robert/Mildred Kight property based on payment history; seconded by Stan. Roll call: Kory - yes; Stan - yes; Jamie - yes. Motion carried.

The Board reviewed a faxed request from Marcia Moorer, RE/MAX, to consider waiving penalty fees for the 109 W North St property. After discussion and review of the account's payment history, no action to waive any charges was taken.

Debbie reported that Kurt Bayer had asked that she inform the Board that he would like the water bills to go to tenants rather than landlords and that Rebecca Ray specifically, and

others, had complained about higher bills than normal, and sewer charges on water used for yards, etc.

Jeff provided a note from Tammy Knight, 22 N Main St, requesting that the water meter be looked at because it runs all the time. Jeff reported that there appears to be high usage and he had advised Mrs. Knight to check for leaks, but hadn't heard back from her.

Department Reports:

Debbie reported that she did not have an update on the multiple units at one address project. She informed the Board that neither Susan Keller nor Brad Helman had submitted requests to the Mayor to have their properties' zoning changed to single family; the Board agreed to send them letters notifying them that if they fail to take this action, they will be charged for two units effective with the current billing period.

Debbie asked the Board to clarify how the cover letter for the Drinking Water Consumer Confidence Report is generated. The Board informed her that this letter is prepared by the Water Service Department, and should be brought to the Board for review and approval at least a month before it is to be issued.

Debbie provided a copy of the proposed utility billing schedule; no changes were suggested.

Debbie reported that Duwayne Owings has not paid, nor made any arrangements to pay, the charges approved at the last meeting. She also explained that, while updating his account, she had determined that his water and sewer codes had not been changed effective at the last rate change, resulting in a cumulative under billing of \$374.20. The Board requested that Debbie include the \$564.35 in charges related to the rental property on Mr. Owings' next bill, and include with the bill a letter explaining due to an oversight when rates had been changed, he had been undercharged \$374.20, but the Board will not pursue collection of these charges because it is our error and in recognition of Mr. Owings' efforts and the expense he's incurred in improving his property.

Jeff reported that people who had to provide community service had painted the fire hydrants.

Jeff reported that Lee Testing Group is a geotechnical firm, and therefore not appropriate for the water and sewer sample testing needs.

Jeff reported that fire hydrant flushing is scheduled for August 14 and 15.

Jeff reported that he had been contacted by Indian's Pizza asking for an exemption from installing a backflow prevention device, so he had contacted the Miami County Health Department about backflow prevention requirements; no exemptions are given; a list of identified users possibly subject to these requirements was provided. The BPA instructed Jeff to work on this project, and report back.

Jeff provided the Board a copy of a letter from the OhioEPA requesting a contingency plan for drought preparedness. Jeff reported that he and Bob are working on updating the current plan; the Board agreed that if a ban needs to be enforced, they will meet on an emergency basis to determine the appropriate action.

Jeff reported that he had to replace the chlorine reader, and that it is supposed to be calibrated on a yearly basis, which will be done by Troy.

Jeff reported that Gateway will do the water tower inspection after Labor Day.

Jeff reported that he had decided not to purchase a microscope at this time; he will borrow one as needed from Covington or Bradford. The Board requested that Jeff keep track of how often he uses one.

Jeff reported a need for a spare chlorine injection pump. Jamie made a motion to purchase a chlorine injection pump at a total cost not to exceed \$900. Kory seconded. Roll call: Jamie – yes; Kory – yes; Stan – yes. Motion carried.

Jeff reported on the status of the Sensus equipment alternatives investigation: provided copy of information from E J Prescott on Sensus equipment – model 5001 handheld upgrade \$4,850; model 5002 handheld upgrade (radio read capable) \$6,700; model 4090 Autogun \$1,050 and noted that review is continuing, and until a decision is made, a meter reader

compatible with the current system is available to use if ours fails. The Board requested that Jeff contact other villages to determine the equipment they use, and their evaluation of their systems. Jeff reported that the additional cost for radio reads is in start up cost, free software upgrade is provided and FCC permit fees, both include installation and integration with CMI and employee training. Jeff is also to contact CMI about radio reads and other vendor system compatibility.

Jeff provided a proposal from Miller Brothers for removal of the sludge drying beds for \$2,500. Jeff noted that he expects other proposals to be submitted for this project.

Jeff reported on the High and Maple streets water line repairs. Kory made a motion to pay the Miller Brothers bill as adjusted to \$3,771.85. Jamie seconded. Roll call: Kory – yes; Jamie – yes; Stan – yes. Motion carried.

Jeff reported that Bob Chaney’s water and sewer checks are up to date.

Jeff reported that the plaque for the lift station has been installed.

Jeff reported that he has completed five more pages of the January 1 inventory list.

Jeff reported that the truck is ready for the CDL test, but he has not set a date because he is trying to get his summer work done, and expects to take it this fall.

BPA requested that Jeff get with Kory about protection for the belts and drive system.

Old Business:

Jeff reported that he had not attended the Fire Department meeting because of a scheduling conflict with Village Council meeting. It was clarified that the Fire Department has weekly meetings, so that conflict is only once a month. Jeff agreed to attend the next meeting, and talk to them about developing better communications.

In further discussion of the relationship among the BPA/Village, the Joint Fire District, and the Fire Department, it was agreed that the BPA is committed to fostering better communication and establishing better lines of communication between the parties.

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: None

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

Jamie made a motion to adjourn, seconded by Kory. Roll call: Jamie – yes; Kory – yes; Stan – yes. Meeting adjourned at 9:30 p.m.

President: Stanley Fessler

Clerk: Debbie Cress