

## PLEASANT HILL BOARD OF PUBLIC AFFAIRS

October 20, 2008

The Village of Pleasant Hill Board of Public Affairs met in regular session on October 20, 2008. BPA President Stanley Fessler called the meeting to order at 7:30 p.m. Roll call: Stan Fessler – present; Kory Krofft – present; Jamie Clark – present. Others present: Teresa Narad; Don Herbst, Star-Ex; Craig Mescher, Fanning/Howey; Jeff Derksen, Service Superintendent; Fiscal Officer, Debbie Cress.

Jamie made a motion to approve the September 15, 2008 regular meeting minutes as presented; seconded by Kory. Roll call: Jamie – yes; Kory – yes; Stan – yes. Motion carried.

### Citizens Concerns:

Teresa Narad asked to be updated on the N SR48 water line project and stated that her husband had additional information, but was unable to attend the meeting. Stan requested that Mr. Narad contact him. The Board updated her that the Village Solicitor has advised them that they cannot assess; the only option is to charge on the water bill. The Board also stated that they have been advised that a small group is not considered for any grants or loans. Kory stated that the Board had decided to cover  $\frac{1}{4}$  of the costs of the project and Jamie summarized what they had intended to propose before they found out it could not be done by assessment: \$50 per month maximum charge, with the interest rate and term to fit the monthly charge to the project cost; commitment date of December 2, 2008, an all or nothing deal, a termination date of April 30, 2009 if an agreement is not reached; BPA to assume full control and ownership of the water line after the project, with future repairs and replacements done by the BPA.

Don Herbst, Star-Ex, stated that he had been asked by Larry Farno to represent him at this meeting, and present Mr. Farno's proposal to run an 8" sewer main from Franklin St to his property to service two houses. The Board, Mr. Herbst, Craig, and Jeff discussed this proposal and the requirements, e.g. tap-in, review by the Village Superintendent, meet Village code, and review by Village Engineer. Jeff stated that Mr. Farno expects an accommodation on the tap-in fees because when the storm sewer was installed he had granted the Village an easement at no charge. It was agreed that this is an exploratory investigation; Mr. Herbst stated that Mr. Farno wanted to provide an overview of the proposed project and learn if the Board is receptive.

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### Fanning/Howey:

Craig Mescher presented a copy of the paperwork that had been submitted to the OhioEPA for an Ohio Water Pollution Control Loan Fund for the WWTP project. Craig noted that he had included the engineering fees paid to date in the project funding, and explained the paperwork.

Craig presented a copy of the Church St reconstruction project that had been submitted to the Ohio Public Works Commission for Round 23 funding. He explained the scope of the project and the funding proposal. It was noted that this project is proposed for spring 2010.

Craig updated the Board on the work that has been done on the Waste Water Treatment Plant project: they're going to take core samples to determine the rock hardness because the wall thickness on the oxidation ditches is only four inches, when they were expecting them to be ten inches, which means they cannot do any blasting without possibly compromising the structural integrity of the walls; he explained the reasons for elevating the clarifiers. Craig explained that they are going to present optimal design concepts, they're working through these issues, and answered questions. Craig noted that he needs to bring a contract to Council for this phase of the project.

The Board reviewed the E SR718 Change Order Number 1 that had been presented. The amount requested is \$6,902.75, which includes \$2,848.00 for extra fill. It was discussed that it is the Board's understanding that VTF chose to excavate a wider trench to make their job easier, and is requesting that the BPA pay for the extra fill. Craig explained that unapproved items could be removed from the change order, and the engineer would go back to the contractor and explain the situation; the contractor could accept the reduction, or could come to a meeting to explain why he feels the charges are warranted. Stan made a motion to approve the payment of \$4,054.75 to VTF as a change order; Jamie seconded. Roll call: Stan – yes; Jamie – yes; Kory – yes. Motion carried.

### Department Reports:

#### Fiscal Officer's Report:

Gibson's driveway repair – Debbie cited the June 16, 2008 minutes on this subject: "The Board reviewed Steve Gibson's estimated E SR718 sidewalk, approach, and curb and gutter assessment. Jamie made a motion to reimburse Steve Gibson for 40% of the actual

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billed amount for the approach, estimated at \$525, not to exceed \$220; Stan seconded. Roll call: Jamie – yes; Stan – yes; Kory – yes. Motion carried. It was agreed that funds would be encumbered when the assessment is billed.” Stan reported that he had met with the Gibsons, they agreed to a \$220 payment, and Stan requested that payment be issued. Kory made a motion to issue a \$220 payment to Steve Gibson for driveway repair; Stan seconded. Roll call: Kory – yes; Stan – yes; Jamie – yes. Motion carried.

Debbie reported that she is working on the financial projections.

Superintendent’s Report:

Jeff reported that VTF’s normal practice after installation of a new water tap is to turn on the residence’s hose bib for flushing. Steve Gibson’s water bill is expected to be high because when VTF opened up Gibson’s hose bib, they forgot to shut it off. Kory made a motion to average the water and sewer charges for the last three bills, and issue the billing based on that; Jamie seconded. Roll call: Kory – yes; Jamie – yes; Stan – yes. Motion carried.

The Board, Jeff, and Debbie discussed that the meter at 211 W Monument St is not reading, and the owner has not been cooperative in having it repaired. Kory made a motion that Debbie send Chris Chapman a letter notifying him that his meter has not recorded a reading for two billing cycles, it needs to be read during the regular meter reading cycle, he has the options of repairing it himself, making arrangements with Village employees to have them fix it, or hiring a plumber to fix it; if it continues to fail to read, seven days after the fourth attempt the water will be turned off, unless the situation is corrected; Jamie seconded. Roll call: Kory – yes; Jamie – yes; Stan – yes. Motion carried.

Jeff reported that because of the dry season, he has had to schedule extra hauls from the sewer plant by Mike’s Sanitation; he has requested that Debbie increase the purchase order by two hauls.

Debbie and Jeff provided a storm damage update; Debbie reported that she has filed information for a possible FEMA claim.

Jeff and the Board discussed auxiliary power contingency plans.

Kory requested the status of the round robin control system; Jeff reported that it is being used on two pumps without the hour meters. This was discussed.

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### Old Business:

The Board discussed the correspondence from Paul Wagner and DPL about the April 1 water main break. The Board indicated that they are not satisfied with DPL's response and instructed Debbie to contact Paul about his advice on the next step in collection of the reimbursement for the costs.

On inquiry from the Board, Jeff reported that he submitted the application to obtain a limited basis participant membership in OUPS (Ohio Utility Protection Service). The Board requested that he follow up on the status of the application.

Discussion of N SR48 Waterline Project: Stan reported that they had received an estimate from VTF for installation of the water line for the N SR48 project: \$19,745 plus driveway repair and seeding for a total of \$23,585. Debbie asked how the Board was planning on financing this project, are they going to try to obtain a loan, or take it out of current operating funds. The Board made the point that they don't know if they can obtain a loan, and they need the financial forecast that Debbie is working on. The Board stated their intention to add the charge to the utility bill, and the security would be that it would be attached to the property and would be collected until paid in full, even if the property changed ownership. Stan stated that the Mayor had offered to contact Paul Wagner about this situation, and the result of this conversation is that: financing through the issuance of bonds is not an option because it is too expensive for the amount of money involved; the cost of the project cannot be recovered by assessing the property owners through the County Auditor as a property tax assessment; the only option is to treat it as a water repair project, strictly BPA responsibility, Council does not participate, BPA can do it as they want, and must determine how to pay for it. The Board further discussed getting a loan, and Stan said he would contact Brian about financing that might be available. The Board requested that Jeff contact Star-Ex for a quote, noting that they have previously received quotes from Finrock Construction and Miller Brothers. Kory made a motion for the first reading by title of Ordinance 1043: Increase to the Water Bill for Newton Township N SR48 Water Customers to Recover Infrastructure Repairs; Jamie seconded. Kory noted that as part of this ordinance is that the BPA owns and will maintain this infrastructure. Roll call: Kory - yes; Jamie - yes; Stan - yes. Motion carried.

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The Board, Jeff, and Debbie discussed water shut-off procedures for properties with multiple units and only one shut-off. The Board instructed Debbie in the future to issue as many red notification tags as there are apartments.

New Business:

Stan requested that Debbie determine how much water was used above average by the residents along W Monument St. It was discussed that there is variability in individual utility bills based on the season, the weather, how many people are living there, etc.

Kory made a motion to approve payment of the September bills and acknowledge presentation and review of the September and October to date Payment Summary and September and October to date year to date Fund Summary, Appropriation Summary, and Revenue Summary; Jamie seconded. Roll call: Kory – yes; Jamie – yes; Stan – yes. Motion carried.

Jamie made a motion to adjourn; Kory seconded. Roll call: Jamie – yes; Kory – yes; Stan – yes. Motion carried. Meeting adjourned at 9:48 p.m.

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President: Stanley Fessler

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Fiscal Officer: Debbie Cress