

The regular monthly meeting was held January 13, 2011 at the Lordstown Administration Building at 4:00 p.m. The meeting was called to order by Karen Jones, followed by the Lord's Prayer and Pledge of Allegiance to the Flag. Roll call was taken.

In attendance: Karen Jones
Kevin Campbell
Thomas Dietz
Also present: Cinthia Slusarczyk, B.P.A. Clerk
L. Bruce Platt, Superintendent of Utilities
Tracie Allen, 2814 Hood Dr.
Kay Arlow, 6050 Highland Ave

MINUTES: Campbell made a motion to approve the minutes of November 18, 2010. Dietz seconds the motion. Motion carries with all ayes. Campbell made a motion to approve the minutes of December 16, 2010. Dietz seconds the motion. Motion carries with two ayes and one abstention (Jones).

AGENDA: NEW BUSINESS: 1. Election of Officers. **OLD BUSINESS:** 1. Office Security 2. Rules of Order - A RESOLUTION AMENDING IN PART AND RESTATING RESOLUTION NO. 2008-8 ADOPTING THE RULES OF ORDER GOVERNING THE TRUSTEES OF THE BOARD OF PUBLIC AFFAIRS OF THE VILLAGE OF LORDSTOWN AND DECLARING AN EMERGENCY.

PUBLIC COMMENTS:

Allen: I am Tracie Allen and I would like to introduce myself. My husband and I both are trying to get more involved in the community and connecting to the new sewers gave me the push.

CORRESPONDENCE:

Slusarczyk: We have a request from Harrington, Hoppe & Mitchell, Ltd dated January 4, 2011 that was sent via email to Karen requesting documents for the employment of Ruth West to issue an opinion as to whether an ethics violation occurred. I spoke with Kevin and he said Karen was taking care of this and only if needed I would be ask to submit requested information.

NEW BUSINESS:

Election of Officers

Jones made a motion to appoint Kevin Campbell as Chairman. Dietz seconds the motion. Motion carries with all ayes.

Jones made a motion to appoint Tom Dietz as Vice Chairman. Campbell seconds the motion. Motion carries with all ayes.

OLD BUSINESS:

Office Security

Dietz: Dale Grimm will be at the meeting on February 2, 2011. It is at 11:00am. We will be able to discuss it then.

Rules of Order

Jones: Amended # 3 Meetings – Regular to read “Regular meetings of the Board shall be held in the Administration Building as scheduled for the upcoming year by the Board of Trustees of Public Affairs at the December meeting, unless ordered by motion, resolution or ordinance.

Jones made a motion to accept the Rules of Order as amended. Campbell seconds the motion. Motion carries with all ayes.

Jones made a motion to post the minutes on the website. Campbell seconds the motion. Motion carries with all ayes.

SOLICITORS REPORT: None

ENGINEERS REPORT:

Not requested to attend.

To email Lesley to clarify attendance at meetings; She only needs to attend if notified and/or if she has something to bring to the BPA.

UTILITY REPORT:

Dietz: They are giving Marucci & Gaffney until January 20, 2011 to respond.

CLERKS REPORT:

Slusarczyk: On account 3137*1 a \$30.00 fee was charged for nonpayment. I received the payment in the mail the day of shutoff of December 28, 2010 but the check was a bank issued check that was dated December 20, 2010. Considering the customer scheduled the payment 8 days prior to receiving it I am requesting that you waive this fee.

Photocopy of check shown to BPA members.

Campbell made a motion to waive the \$30.00 fee on account 3137*1. Jones seconds the motion. Motion carries with all ayes.

Slusarczyk: Harvest Point Church is renting an additional unit next to them in the plaza. They have a \$200.00 deposit on account and ask if they would be required to post an additional \$200.00 deposit. They would be using the water.

Jones made a motion to waive the additional deposit for the church. Dietz seconds the motion. Motion carries with two ayes and one abstention (Campbell).

Slusarczyk: Debbie asks me to inform you that the building is rented for a graduation party on June 16, 2011. Do you want to change that meeting?

Jones: No, that door is to be closed for the fire code anyway. They won't be that loud.

Slusarczyk read letter from the City of Warren, Ohio dated January 11, 2011 from Robert Davis regarding the Warren water rate charge to Lordstown. It states "By way of illustration, Niles rate = \$1.19 + 25% surcharge = \$1.4875 or \$1.49 HCF. Consequently, the City of Niles charges Lordstown approximately \$1.49/HCF or \$1.99/per 1,000 gallons. Therefore, the City of Warren will charge approximately \$1.49/per HCF or \$1.99/per 1,000 gallons." They will honor this rate for the five year period which will end on or about August 2012. Late fees will be waived and adjustments made after they receive the Decembers payment that we held. I am requesting permission to release that check.

Jones made a motion to mail December's Warren Water bill payment. Campbell seconds the motion. Motion carries with all ayes.

Slusarczyk read letter from which she was copied to from the Mahoning County District Board of Health dated January 3, 2011 to James Enyeart, M.D. of the Trumbull County Health Department stating that they received the notice requesting the residents along Yerke Young and Lipkey Roads to tie into the Lordstown Eastside Sanitary Sewer. Mr. Enyeart replied on January 7, 2011 advising Mary Smith that "The sanitary district which presently governs these properties is not within the domain of the Trumbull County Sanitary Engineer. It is my understanding the authority that exists with regards to these connections rests with the Lordstown Board of Public Affairs c/o Cindy Slusarczyk, Clerk. Attached to the Mahoning County letter was 2 pages regarding low interest loans available to homeowners and businesses for sewer connection and sewage system improvements. When the Mahoning residents came to our December meeting they stated they were told by Mahoning County that these were not available. Therefore, when I received this information I copied it and sent it to each of the addresses that were notified to connect.

Jones: Thank you.

Slusarczyk: Mahoning County Sanitary Engineers sent a letter to the Village Clerk dated December 6, 2010 regarding the Reimbursable Private Agreement that was entered into on October 25, 2007. A provision of the agreement required the pro rated share of cost must be filed by the Village with the Mahoning County Auditor. It is to my understanding that this went to Arno and then passed onto Karen on December 20th to submit the requested information. In researching this, the filing had not been done. I worked with Mr. Blank and gathered the information necessary for the filing and he, today, filed the necessary papers at the Mahoning County Auditor.

Slusarczyk: On December 20th the Trumbull County Health Department faxed a request of 8 addresses that they did not have connected from the June 22, 2010 notification list. All but two have connected. I returned the requested information back to them on January 10, 2011.

Slusarczyk: In the Codified Ordinances of the Village section 925.01 needs revisions. We have our own chapter and neither one of them are consistent or correct. I'm not sure who is responsible to change this section but it needs to be reviewed and brought up to date to include the Eastside Sewers and the BPA Rules and Regulations.

Jones: This should be the Utility Committee.

Campbell: Can you check with Arno to get them fixed.

Slusarczyk: It is my understanding that someone needs to take this to the Planning Commission for approval.

Slusarczyk: There is a Collection Law seminar on March 15, 2011 in Pittsburg, PA. Collections are a very important part of my job. With all the bankruptcies, foreclosures and sheriffs sales happening within our community I would like to attend. It is \$119.00.

Jones: Check to see if it covers municipalities and if it does I think you should go.

Jones made a motion to approve Slusarczyk to attend this seminar if it covers municipal collections. Campbell seconds the motion. Motion carries with all ayes.

Slusarczyk: It was reported back to me that the talk in the community is that I did not file a lien against the Peterson property. I want to make it clear that the Lien was mailed to the Trumbull County Auditor on July 9th for the sale date of July 22, 2010.

Slusarczyk: As of today I have not called Kelly Services regarding the cash till being short \$10.00. I wanted to speak to the employee first to see if we could figure out what had happened and when I did she got very upset and did not want this on her record with Kelly. I told her that was Karen's instructions. She paid the \$10.00 and she said she had told Karen that she was going to do that. Is it alright not to notify Kelly Services?

Campbell: Yes.

Jones stated that she had been told by the staff upstairs that this has happened with their cash till in the past and the money was just replaced by the staff members in the office.

Slusarczyk: On the recent invoice from CT we were billed for work done at Arlow's and again for 6050 Highland which is Arlow's address. In speaking with Bruce, he stated that it was requested of him to check this out by Utilities. I ask Lesley to review the billing and she did. They are removing those charges from our invoice and resubmitting it. I would like for us to request that CT use the Work Authorizations again. This allows me to process payments in a timelier manner and you know what you are being billed for.

Campbell: Using the Work Authorizations is a clearer way to keep track of their charges.

Slusarczyk: I will ask Lesley to do this for future work requests.

Slusarczyk: I have not had time to get any software quotes for Microsoft 2010. I will work on that as soon as I can and definitely before the next meeting.

Slusarczyk: I not sure what you have decided about being charged \$420.00 a month for the Solicitors' services but I did have Bill allocate money into that account if needed. The Money

can be transferred within our fund if it is not needed for such.

Jones: I believe the ORC requires the Village to provide legal services for the BPA. I will check.

Slusarczyk: The sewer count as of today is 135 approved & inspected and 27 applications have been made for a total of 162 permits processed. I spoke with Bruce about the grinder pumps and perhaps trying to get a few more of them notified. I haven't heard from Utilities and thought on our end trying to get 5 moving and deal with their problems instead of all 41 at the same time.

Jones: Tom can discuss this with them at the next meeting to see what they want. It is up to them.

Platt: I can pick the best ones out there and try them. We don't know how long it will take the residents to get going.

SUPERINTENDENTS REPORT:

Platt: I have a marking request at the Ohio Commerce Center North of the rail road to Tait. A company is interested in purchasing 45 acres.

Jones: Yes, I know...

Platt: That would be great to get another company.

Platt: I want to thank everyone for cooperation during the repair on Hallock Young Road before Christmas.

Jones made a motion to retroactively approve the bore for a new service connection along Hallock Young Road. Campbell seconds the motion. Motion carries with all ayes.

Platt: I did try to get prices. They were higher than normal. Rudzik could not come. It was a horizontal bore not a directional bore. Horizontal bore had to excavate a 25' long pit to shoot cross. What I attempted with the four guys from the road department was to pull a cable through the old line and when we would get to the trench of the sewer line excavation the cable broke off. The following day the contractor went back out and replaced two underground drains that were damaged at no charge.

Dietz: They may have been cheaper.

Platt: if we had a directional bore machine...

Jones: What do they cost?

Platt: \$100,000.00

Jones: That may need to be considered in the future.

Platt: Those people are on the machines everyday to get really good at it. It is a skill.

Platt: Regarding the MVSD visit, I called them and we can come anytime. They would like it during the week.

Dietz: Make it for the first weekday holiday.

Jones: I leave Monday for Russia, you can go without me.

Platt: I'm looking into updating commercial meters to meters that work with our radios.

Campbell: How many?

Platt: About 50, the bus garage meter is giving us fits.

Campbell: Bring it to us next month for discussion.

Platt: I would like to find a used pick up truck for the summer help. Along with that we need to think about adding a third person full time. I am going to try an intern this spring to put the sewer lateral connections on the as built drawings. We have good drawings from the Warren inspector that we could use to add the laterals to the as built.

Platt: We have another issue with a leaky water service line along Hallock Young Road however this repair is on the same side of the road.

Platt: Sewer, an air release chamber is leaking sewage into the chamber. Called Warren, they

had a vacuum truck there in one hour. The problem was the outlet on the release valve worked open & had been open for a long period of time. Another problem is an odor problem. The odor is terrible. I don't understand why. Homeowners are complaining. I have been there when they have done connections and the gas monitor lights up. A company has some time release chemicals to eat up the smell. I called them on Monday and haven't had a response yet.

Jones: You don't know where it is coming from?

Platt: Where, yes; Why, no. The cleanout check valve just sits on top and will come off with air and the odor is present. My classmates recommended putting hydrogen peroxide in it. It will help for a little while.

Campbell: What about the Imperial's test results?

Jones: They gave Marucci & Gaffney to the 20th of January to respond. On that line I talked to Tom regarding the deposits for sewer. I ask him to talk to Ted to see if he would collect the deposits. We need to charge renter's a deposit. Niles recently passed a Resolution that requires landlords to pay utility deposits.

Dietz: Imperial's meter goes into the pumping station?

Platt: Meter is after the pump.

Dietz: Ted is worried about metering before the pump.

Platt: The biggest manhole is right at the surface but A – the telemetry is working and it shows zero infiltration/inflow. I think he would be happy if a ring was put around it. B- The meter only works when the pipe is full, that is why it is after the pump. It also has negative flow.

Jones: Let's get a copy of Niles Resolution for the landlords' responsibility to review.

MEMBER COMMENTS:

Jones: If you haven't already paid Mike Sullivan, we each owe him \$32.00 for the Christmas dinner.

Jones: I got a copy of the newsletter dates for 2011. *Gave to Cindy.*

Jones: I cannot make the next council meeting. Can one of you?

Slusarczyk: When I reviewed the Rules of Order it states you should rotate quarterly.

Campbell: I will take the first quarter.

Jones: Checked on the check scanner, software was the only problem the clerk's office had with the one they have. I checked and McDonald still has it for sale for \$275.00.

Dietz made a motion to purchase the check scanner for \$275.00. Campbell seconds the motion. Motion carries with all ayes.

Jones: I was informed a part time clerk did qualify for benefits for one quarter for working last year. They will be charged to the BPA.

APPROVAL OF BILLING ADJUSTMENTS:

Held until February's meeting.

ADJOURNMENT:

Dietz made a motion to adjourn the meeting. Campbell seconds the motion. Motion carried all ayes, zero nays.

Submitted by:

Cinthia Slusarczyk,
B.P.A. Clerk

Approved by:

Kevin Campbell,
Chairman