

Village of Lordstown Board of Trustees of Public Affairs

February 19,

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**RECORD OF PROCEEDINGS**  
**MEETING OF THE LORDSTOWN VILLAGE BOARD OF PUBLIC AFFAIRS**  
**February 19, 2019**  
**4:00 p.m. to 6:00 p.m.**

**IN ATTENDANCE:** Mr. Kevin Campbell, President  
Mr. Michael Sullivan, Vice-President  
Mr. Thomas Dietz, Board Member  
Mr. L. Bruce Platt, Supt. of Utilities  
Ms. Cinthia Slusarczyk, Clerk  
Mr. Christopher Kogelnik, Engineer  
**ALSO PRESENT:** Mr. Darren Biggs, Utilities Foreman  
Mr. Dan Frum, Suez  
Mr. Tom Cowie, Imperial Communities  
Mr. Bill Catlin

RECORD OF PROCEEDINGS taken before me, DEBORAH LAVELLE, RPR, a court reporter and Notary Public within and for the State of Ohio on this 19th of February, 2019.

MR. CAMPBELL: All right. I'll call this meeting to order. If you would please stand with me for the Lord's Prayer and Pledge of Allegiance.

**LORD'S PRAYER**  
**PLEDGE OF ALLEGIANCE**

**ROLL CALL:**

MR. CAMPBELL: Roll call please.  
MS. SLUSARCZYK: Kevin Campbell.  
MR. CAMPBELL: Here.  
MS. SLUSARCZYK: Thomas Dietz.  
MR. DIETZ: Here.  
MS. SLUSARCZYK: Michael Sullivan.  
MR. SULLIVAN: Here.  
MS. SLUSARCZYK: Bruce Platt.  
MR. PLATT: Here.  
MS. SLUSARCZYK: Cinthia Slusarczyk, present. Chris Kogelnik.  
MR. KOGELNIK: Present.

**APPROVAL AND CORRECTION OF MINUTES:**

MR. CAMPBELL: All right. Thank you. We have two set of minutes on the agenda. We got **January 15 of 2019 and January 22 of 2019.**

MR. SULLIVAN: January 20 you said?  
MR. CAMPBELL: 15 and 22.  
MR. SULLIVAN: I'll make a motion for the 15th.  
MR. CAMPBELL: I'll second that. All in favor?  
(All respond aye.)  
MR. DIETZ: I make a motion for the 22nd.  
MR. SULLIVAN: Second.  
MR. CAMPBELL: All in favor?  
(All respond aye.)  
MR. CAMPBELL: All opposed?  
(No response.)

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**CORRESPONDENCE:**

MR. CAMPBELL: Cindy, any correspondence?  
MS. SLUSARCZYK: No.

**PUBLIC COMMENTS:**

MR. CAMPBELL: Any Public Comments at this time? We have you down for the -- is that what you're here for?  
MR. DIETZ: Yeah.  
MR. CAMPBELL: No public comments. All right. We're rolling here.

**NEW BUSINESS:**

**1. Suez Tank Maintenance**

MR. CAMPBELL: New Business, the Suez tank maintenance. So I assume -- I know they announced you were gonna come and there were some ideas of -- I know there's some reserve --

MR. FRUM: Obviously I reached out to Bruce. We talked a couple times over the last couple months. And obviously with seeing what happened with G.M. closing in the news, I was asking him what the plan was and if there was any relief or assistance needed from our part. And what that means is we do this with communities who have gone into fiscal emergency. For example, we helped out a local city very near here who was just coming out of fiscal emergency by spreading their payments farther, no interest or anything added. So you know, the payments were put in place per the bid/RFP and then we entered into the Master Service Agreement. Under that Master Service Agreement the contracts or SOWs can be amended by written agreement that was passed by your Council. So if in looking at yearly payments the BPA determines that it would be of assistance to spread those farther, we're open to that and can take it -- I can take it to our financial group and see, you know, what we can do based on what you need. Because you are scheduled right now on the original agreement to have the Bailey Road tank completely renovated next year, which you've paid three-quarters of that money for. So I don't want to see something happen and you don't get the work you've already paid for. And then you're scheduled in 2021 to have the exterior done on the Route 45 tank, which the interior's already been done. So you will have literally like-new tanks in two years both inside and outside from the program.

MR. SULLIVAN: I think that we would be -- we would like that. But Bill believes that if we did that that it would have to be rebid.

MR. FRUM: No. It's a similar -- if you did a bid and you had a change order on a project it doesn't get rebid. You know, in the State of Ohio this was done by the Ohio Revised Code; and Item 14, Section B of the Master Service Agreement states that any amendments or arrangements that would alter the SOW or Master Service Agreement have to be in writing and approved by both bodies, which is us as Suez and you as the Village of Lordstown.

MR. SULLIVAN: I think it would be very helpful, but also I think it would be helpful if you met with Bill because he was kind of adamant about it.

MS. SLUSARCZYK: He said it couldn't be done without --

MR. FRUM: I've done this in two other places in northeast Ohio alone, let alone everywhere else we've done it.

MR. CAMPBELL: Sometimes we run into hurdles because we were down a difficult path to even get this far, which you're well

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aware of. So yeah, I think we should talk with Bill first and financially look at, you know, the big picture.

MR. FRUM: Do you want me to send Bill an e-mail and paper copy you on it, or would you like to talk with him first.

MR. CAMPBELL: I think talk with him first and get an understanding of is it worth the fight if -- if we need it, then absolutely worth the fight.

MR. SULLIVAN: But what he's saying there's no fight, right?

MR. FRUM: Well, from my standpoint there's no fight and there shouldn't be. However, what an individual municipality or Village in this case chooses to do is up to them. I can't tell you guys what to do.

MR. SULLIVAN: I think it would be very helpful.

MR. DIETZ: What was the number on the law section there that you quoted?

MR. FRUM: It's under the Master Service Agreement, its Item 14, Section B.

MR. CAMPBELL: Yeah.

MR. DIETZ: Well, if you had that opinion he could see -- look it up for himself.

MR. FRUM: Yes, that's -- and I can send it to Kevin too.

MR. CAMPBELL: Like I said, let me do some leg work in talking with him and see. Yeah, I mean it definitely would give us some breathing room.

MR. FRUM: We understand it's difficult with things happening.

MR. CAMPBELL: If it buys us a couple years and our maintenance and service is all the same and we get some breathing room, hopefully things come back around from other aspects of the Village that we're sitting a little prettier, that would be greatly appreciated. But yeah, let me do some leg work on this end and see if there's --

MR. PLATT: Just so we're clear on this, as I understand it the only thing that happened would be the total dollars wouldn't change, it would just be instead of say paying \$500,000 here and \$200,000 there it would be more like 350 and 350?

MR. FRUM: Yeah, and it's relative to what your budget needs.

MR. KOGELNIK: So the amortization schedule changes.

MR. FRUM: That's what it does. If we're going into year four. If you look at year four and you need to combine year four through eight and just spread it over the four years so you have a lower payment over four years as opposed to the current schedule where year four and five are higher and then drop really lower compared to the original payment in year six. Or even five years. I mean, we're flexible. I just wanted to put it out there, and I would obviously need feedback from the Board and go from there.

MR. CAMPBELL: Yeah.

MR. SULLIVAN: Well, we appreciate that.

MR. CAMPBELL: Yeah, we do, Dan.

MR. PLATT: And I want to point out Dan reached out to us. You know, it wasn't anybody hunting like who, you know, can we save some money here, can we save some money there.

MR. CAMPBELL: Oh, yeah. If we had more of our partners come to us saying how can we help, it would definitely make --

MR. FRUM: We're fortunate that the backing that we have

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our Suez from a global standpoint is willing to do that.

MR. CAMPBELL: Yeah, that is nice of them. Okay. But like I say, I want to check on our side before I have you spend any more of your time because there's no sense in you spending more time if most of it's gonna be on our side to work through anyway, which like last time it was so --

MR. FRUM: Okay.

MR. CAMPBELL: Are there any questions? I know that Bruce and the department have just been, you know, very pleased with the service and quality of work that we're getting on these tanks, so I just want to commend you on that. And if anybody has any questions for him while he's here --

MR. PLATT: While he's here, Darren has the figures for the disinfectant by-product testing, you know, this last time. And you know, we have the mixers in. The mixers are running and our results, you know, they were -- we did zero flushing, absolutely zero flushing. And I forget what our numbers actually were there, Darren.

MR. BIGGS: They were good. On Yerke Young the HA-5s were 33.5 and the THM's were 48.2, which the maximum is 80 for that so we were doing good. For -- at Hewitt Gifford HA-5s were 36 and THM's were 50.8. So THMs we're allowed 80 as a maximum on that. So with no flushing or whatever we didn't have anything -- so take the test and we were good.

MR. CAMPBELL: I love it. Plus I know MVSD has made some changes to the water we're getting, which helps. Between the two I think it puts us in good shape. We have stirring in both tanks and venting on the 45 tank.

MR. FRUM: And from the Niles connection too, they have mixers in their tank as well. Because you're receiving water from Niles, correct?

MR. PLATT: Correct.

MR. FRUM: So it will help.

MR. CAMPBELL: Okay, good. And it all makes for life easier if you don't want to waste flushing to try to spend all the efforts to report and clean up things. All right. Was there anything else for Dan? Appreciate his time. Well, enjoy what nice day we have left.

MR. PLATT: Thanks for coming.

MR. FRUM: Thank you gentlemen, Cindy.

MR. CAMPBELL: You still have the same contact information?

MR. FRUM: It's right on the calendars too. Whatever you need, let me know.

(At this time, Dan Frum leaves the meeting.)

**2. Employee Job Appointment(s)**

MR. CAMPBELL: Item number 2, Employee Job Appointments. I guess we've had some discussions and questions and things along those lines, so I'd like to -- I think it would be smart for us to go into Executive Session and discuss some of those aspects real quick and get some things ironed out. I know we're pressed up on the door with Bruce's retirement right around the bend, so I'd like to call an Executive Session to discuss personnel issues, calling the Board and Darren and Bruce.

MR. SULLIVAN: I would like to, in the Warren -- in the Executive Session talk about the Warren water coming to us.

MS. SLUSARCZYK: In the Executive Session you would have to close one and have another Executive Session. You can't discuss more

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than the one topic. I need a second.

MR. DIETZ: I'll second it.

MS. SLUSARCZYK: Kevin Campbell.

MR. CAMPBELL: Yes.

MS. SLUSARCZYK: Thomas Dietz.

MR. DIETZ: Yes.

MR. SLUSARCZYK: Mike Sullivan.

MR. SULLIVAN: Yes.

(At this time, the Board goes into Executive Session off the record.)

MR. CAMPBELL: All right. We're back from our Executive Session. We do have a couple orders of business that we need to take care of out of there. The first one would be the adding -- and Cindy, thank you for putting together what we have, we started with that. Do you have a copy? You can have this one if you don't.

MS. SLUSARCZYK: I do. I just have to find out where it falls.

MR. CAMPBELL: All right. We have the two Utility Department Superintendent and laborer machine operator, foreman positions. We also want to advertise for the third position of laborer machine operator. So we basically have all three that we're advertising for. You can just add that to whatever. And we're fine with the dates and everything that's in there as long as the advertising gets done within the next week or two to accept resumes up through March 29. So assuming Bill will be able to get that accomplished within the beginning of next week though, get it started advertising. How long does that take?

MS. SLUSARCZYK: Where are you advertising?

MR. CAMPBELL: We usually go with the Vindicator and Tribune.

MS. SLUSARCZYK: Both?

MR. PLATT: Only the Tribune.

MR. CAMPBELL: Oh, only the Tribune, yeah. All right. And then what's the typical thing, one time for three days or something like that?

MS. SLUSARCZYK: That's -- Bill told Darren today that that's satisfactory.

MR. CAMPBELL: Okay.

MR. SULLIVAN: That's good then.

MR. CAMPBELL: We'll do it that way. And then with that we realize that we're gonna be running out of our time window of when our Superintendent is retiring because he's done at the end of this month. Paul said that we can appoint people in positions up until we go through the process and interview process and the hiring aspect. So the Board would like to make the appointments of Superintendent starting -- all these positions will start March 1 and stay in effect until we go through the process and interviews and the actual hiring aspect of it because we know that may take some time since we're accepting resumes through March, we'll get through them as fast as we can.

MR. SULLIVAN: Is that a motion.

MR. CAMPBELL: My appointment -- I want to read through them so we have them on record. The appointments are gonna be Darren Biggs will be Superintendent -- again, all these will start March 1. And with that all of the appropriate pays for those positions should

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start March 1. These people are working in those positions, so the pay should follow. Superintendent will be Darren Biggs, laborer machine operator foreman, Vinnie Goddard. Labor machine operators would be Mike Fuchilla and then Bob Luzadder. And our permanent part-time is still Nick Johnson and that's staying in.

MS. SLUSARCZYK: Well, Bob is already --

MR. BIGGS: Bob stays the same too.

MR. CAMPBELL: So Mike and Bob will stay the same.

MS. SLUSARCZYK: Vinnie appointed as foreman, Darren Biggs as superintendent.

MR. CAMPBELL: Then Mike Fuchilla is going from the temporary machine operator to labor machine operator, which wouldn't change his -- his just runs out at the end of April, and we're worried if we're not through with this process that he's out of a job. We want to make sure we're covered with our personnel until we get through the interviews.

MS. SLUSARCZYK: So you're moving him from temporary to permanent? His job classification is temporary right now.

MR. SULLIVAN: Right.

MS. SLUSARCZYK: I'm confirming because we're on record.

MR. CAMPBELL: Yep, yep.

MR. SULLIVAN: And we show temporary as nothing.

MR. CAMPBELL: And then that position fades away in April anyway. So that should give us people to work our department and the time to get through the interviewing process.

**MR. DIETZ: I want to second.**

**MR. CAMPBELL: I will need a second.**

**MR. DIETZ: I will give you a second.**

MR. CAMPBELL: All right. All in favor?

(All respond aye.)

MR. CAMPBELL: All opposed? All right. Thank you everybody for the time and effort on this, and we'll see how this process works out.

**3. I am GIS**

MR. CAMPBELL: All right. Number 3 under New Business, I am GIS. Some updates -- we keep it on here to see how that little app is working for us and things.

MR. PLATT: It appears to be working very well for us. And Darren should probably speak more to that than myself, you know, so --

MS. SLUSARCZYK: Before you go on, they need to make a motion for permission to advertise.

MR. CAMPBELL: Oh, all right.

MR. SULLIVAN: I make a motion to advertise.

MR. DIETZ: I'll second it.

MR. CAMPBELL: All in favor?

(All respond aye.)

MR. CAMPBELL: All opposed?

(No response.)

MR. CAMPBELL: Thank you. And along with that, I hate -- is it pronounced I am GIS? I know there are aspects we're looking to gather and put together a lot of our inventory through that as we keep building upon it. So it's working for -- with that aspect, if we're doing things to plug in information that we have as we work and do our job. Because I think that's one of the big intentions with it.

MR. BIGGS: It is definitely working out without a doubt. They can get it on their phone or on the computer wherever you need it.

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When you're out they can look on their phone, get all the information, find out where the valve information is, fire hydrant, when's the last exercise, what's the problem with it.

MR. CAMPBELL: Does it also provide you an ability to add to -- I think that was wrong, that needs added.

MR. BIGGS: We've actually built that whole thing so we can constantly add and take things off of it.

MR. CAMPBELL: So just assuming it gets better.

MR. BIGGS: Right.

MR. CAMPBELL: Because I guess one of the things we lean on is not knowing a lot of aspects of our system, some of the details about it. Now does that application have the capability for like spare parts so you can keep traffic -- like I need a fire hydrant, do you have one -- does that have that capability to keep that?

MR. BIGGS: We're not really doing an inventory with it.

MR. CAMPBELL: I understand, I understand. I mean, would that be beneficial to have something with that aspect or not? I'm just trying to get a big picture so moving forward we have someplace with all the information of our system, our asset management, how many we've got of that.

MR. BIGGS: If it's in the asset management by exercise, plus putting all those notes on there. As far as parts and inventory -

MR. CAMPBELL: It's not really designed -- set up that way?

MR. BIGGS: Not really, no. Hey, we need this for the hydrant, you put it in a certain spot, you know.

MR. SULLIVAN: But you're right, I think G.M. does it, the grocery stores do it. You know, if the register shows that I bought five cases of Pepsi then it automatically orders five cases of Pepsi, you know.

MR. DIETZ: You're talking about a running inventory.

MR. SULLIVAN: Right, where you never run out of anything because whenever you use it --

MR. CAMPBELL: I'm just also -- like I said, I don't know if it would be a place where we had everything. It's just nice if you're gonna do an asset management or look at your system, you want to know if you go to one place to get the information. I'm -- I'm not trying to put out something, I'm just --

MR. BIGGS: I think it would be harder to use on something like that. There are a lot of different players. And Bruce has set up that chrome stuff, and we have all the different sheets on there and everybody has availability of that. So you know what, I got five hydrants, we used one, you can take it out of there, you know. I could see where you would find it on the, GIS, I'm not --

MR. PLATT: We've got an inventory software program, a separate stand-alone program, okay. We have built like four Kennedy fire hydrants and their parts. And then we also have the, you know, whatever -- you know, whatever part we want to maintain we can add it to it. The problem is the data going in and subtracting it out when you use it, you know. It's not a real sophisticated -- it's cumbersome and, you know, we're four-and-a-half guys, you know, trying to maintain a water system and a sewer system.

MR. CAMPBELL: Oh, I understand.

MR. PLATT: And it's -- each one is -- it's hard to do the data in and data out. It's very busy.

MR. CAMPBELL: Something in your hand you say hey, this is busted and it just says now we got three of these instead of four of

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them.

MR. PLATT: It's not really built for that.

MR. SULLIVAN: Didn't we have discussion too about reducing the number of phones? I thought that there was like the permanent part-time or the part-timers. Do they all have them?

MR. BIGGS: Uh-huh.

MR. CAMPBELL: With that it's needed because it's a part of their job and keeping track of stuff, so. All right. I don't want to spend a lot of time on that, but that answers my question. Thank you.

MR. PLATT: One of the -- just for instance, the other day we did a flow test, a hydro flow test for TJX. Okay. So we did the flow test, we took pictures of where it was at. And so now when you click on that fire hydrant you have the ability to bring up the results of that flow test when you take it and, you know. So you'll have that history right along with you all the time.

MR. CAMPBELL: That's good.

MR. PLATT: So it a pretty slick little gadget.

MR. KOGELNIK: When you do that do you have to add a field to add that information?

MR. PLATT: No, it's already part of that, part of the program, the I am GIS. They have a place where you can -- it automatically comes up, it's a field that's automatic for that feature, and you can take a picture, you can attach a file or you can do something else, you know.

MR. KOGELNIK: But can fields be added?

MR. PLATT: Yes. You can add any number of fields.

MR. KOGELNIK: That's where your other features could come in. That's how we build GIS. It's an endless array of fields that you can add to it and you can extract that information and do whatever you want with it.

MR. CAMPBELL: I guess under the circumstances just stuff to keep in mind as we move forward.

MR. PLATT: Say if you want parts for a fire hydrant, you've got at least 40 parts for a fire hydrant. So if you add all those parts to a field, it's gonna go down and off the screen.

MR. CAMPBELL: Just something to keep in mind, something that works for you guys moving forward. All right. We'll move on to -  
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MS. SLUSARCZYK: We have a bill from them for \$2,500 for this year, and last year all you approved was \$3,500 to start in the trial period. So if you're approving that you'll need to make --

MR. PLATT: Yeah, and that needs to --

MR. SULLIVAN: I make a motion that we pay the \$2,500.

MS. SLUSARCZYK: And that's the year license.

MR. SULLIVAN: I'll make that motion.

MR. CAMPBELL: Did you want to add something?

MR. PLATT: That's like from the end of February to the end of February. And that needs to be paid before the 28th of February --

MR. CAMPBELL: Okay.

MR. PLATT: -- I believe, or they --

MR. CAMPBELL: Shut down the license.

**MR. SULLIVAN: I make a motion that we pay the \$2,500.**

**MR. CAMPBELL: I'll second that. All in favor?**

**(All respond aye.)**

**MR. CAMPBELL: All opposed?**

**(No response.)**

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MR. CAMPBELL: Thank you for catching that too.

4. 3233 Dove

MR. CAMPBELL: All right, Tom, thank you for your patience. We're down to number 4, 3233 Dove in Imperial Park. I was contacted that -- well, I'll let you explain so I'm not stating --

MR. COWIE: It's just a situation where somebody abandoned the home and left and we can no longer get a hold of them or they're just gone. But it still has water. We were there with, you know, the Water Department. We shut it off when it was non-payment, and they shut the power off and I went back and shut it off at the curb box so there wasn't any in the house. But at this point there's a bill out there, and somebody may be interested in that home. So you have to close out the old account and, you know, if the home is sold or whatever happens after that, you know, be able to establish a new one if somebody buys that home. But the people -- it was a lady that was there. We can't -- there's no longer a response or anything. So I guess we're just going forward suggesting --

MR. CAMPBELL: Clean up the account because it's a dead account.

MR. COWIE: If she has some deposit, which I'm sure there probably was, if it can be taken out of that, whatever the balance is. I don't know if you can give me the final --

MR. SULLIVAN: What was the period of time?

MR. COWIE: She's been gone for -- well, we shut the water off last week, which I think it was -- whenever the warnings went out the last time around, so.

MR. CAMPBELL: But you don't happen to have any of that information?

MS. SLUSARCZYK: No. I didn't know what the purpose of the --

MR. CAMPBELL: So I believe if there is a deposit on there that we can take whatever the standing -- we can make a --

MS. SLUSARCZYK: I think what we need is for the Board to order the closing of the account because --

MR. CAMPBELL: Correct.

MS. SLUSARCZYK: -- the park can't -- it's not a rental unit, it's owned by --

MR. COWIE: It's their home, so.

MS. SLUSARCZYK: And then if you close out the account --

MR. SULLIVAN: There's still a house there?

MR. COWIE: There's still a home there, and there's the potential for somebody to buy it. So we need to basically clean up that account if we can and --

**MR. SULLIVAN: I'll make a motion to close the account.**

MR. CAMPBELL: Okay. But I guess part of the aspect is once we do that -- if I understood correctly, they walked away from it and gave you the keys. So now it's your asset.

MR. COWIE: We have the title. Whether it's been put in our name or not --

MR. CAMPBELL: But it will be eventually.

MR. COWIE: Get these things cleaned up, then put it in our name. We can't jump title, so it will have to go to our name.

MS. SLUSARCZYK: Oh, are you making the motion for them to close it when they actually get ownership?

MR. COWIE: I'll have to check with Dawn and see if --

MS. SLUSARCZYK: Because otherwise it's gonna come -- end

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her account and sit with a void, and that's the problem with our software. If you left it in her name until it became yours we would do the closing out, do the final reading, do the billing.

MR. COWIE: Let me check with them tomorrow. I know we got the title, but I don't know if it's been put in our name yet. If it is, we'll just go forward with the final reading, whatever you gotta do to clean that up deposit-wise.

MR. SULLIVAN: So we should wait until tomorrow then or --

MR. CAMPBELL: You can go ahead and make the motion, once it's their asset, to close the account up, and that way Cindy can move forward with it when it comes through rather than wait until the next meeting.

MR. COWIE: I'll know tomorrow. I'll just talk with the office and --

**MR. CAMPBELL: You need a second on that. Is that your motion?**

**MR. DIETZ: I'll second.**

**MR. CAMPBELL: All in favor?**

**(All respond aye.)**

**MR. CAMPBELL: All opposed?**

**(No response.)**

MR. CAMPBELL: Very good. Thank you for bringing that to our attention as fast as you could to clean up another account.

**OLD BUSINESS:**

**1. TJX Sanitary Sewer**

MR. CAMPBELL: Down to Old Business, TJX Sanitary Sewer. I know we sent out letters and recommendations from where we're at with it. Have we -- I have not personally got a call or anything like -- I know the mayor had contacted Randy.

MR. PLATT: He was gonna contact Randy Smith.

MR. CAMPBELL: I was trying to remember his name. And I know that the mayor did call after that meeting to, you know -- and I think they talked, he was aware of it. And then we actually sent a letter from the Board. I think things kind of got, I guess, delayed a little bit from the road aspect too. So I guess at this point we just keep it on the agenda until we know any different. But I think we're good to go from our side on it unless someone else has some updates.

MS. SLUSARCZYK: I do. It's not really an update as much as in regards to the same subject. We have a work authorization from CT Consultants for the preliminary work that you had for the flow of the sanitary sewer. It has been signed by the developer.

MR. CAMPBELL: Okay.

MS. SLUSARCZYK: And I need the BPA's approval or signature on there.

MR. CAMPBELL: Right here, right?

MS. SLUSARCZYK: Yeah, you'll sign here.

MR. SULLIVAN: Have they bought the property yet?

MR. KOGELNIK: That, I don't know the exact answer to.

MR. DIETZ: Is that surveyor out there surveying the gas wells.

MR. KOGELNIK: No. No, that would have been the design consultant for TJX, MS.

MR. SULLIVAN: Do you know if they bought the property yet?

MR. DIETZ: No, not that I'm aware of. No, I don't think they have, Mike.

MS. SLUSARCZYK: The amount of the work authorization was

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for \$9,575.68. But that is reimbursable through the project.

MR. CAMPBELL: That's the only place I needed to sign? Again, thank you Chris and CT for jumping on that and getting us that information in a timely fashion, and we can make a decision and moving on. And as many things in our life, we worked very fast to get something done that was another delay, but our part is done.

MS. SLUSARCZYK: For the record to date, on February 15 we were submitted the relocation Hallock Young plans to show the proposed direction of the road. That was sent to the office. I didn't see any water details or what they plan on doing with the water. To me it's all road.

MR. PLATT: Basically the water's gonna follow the road right-of-way, you know, and with fire hydrants every 500 feet along there, so.

MR. SULLIVAN: And everything they do with the water is ours, correct?

MR. PLATT: Yes, uh-huh.

MR. CAMPBELL: Now, have you got any questions there, Tom?

MR. DIETZ: No, I'm just looking. I do have one question. That -- yeah, they gotta leave that sewer line connected. Never mind.

MR. CAMPBELL: What did you have, Cindy?

MS. SLUSARCZYK: That's it.

**2. A Resolution adopting revised Rules and Regulations governing water use and service for the Village of Lordstown**

MR. CAMPBELL: Okay. Nothing else for that, we'll move on to our next Old Business item. Number 2, a Resolution adopting revised Rules and Regulations governing water use and service for the Village of Lordstown. And I know that we had some progress on that aspect of it.

MR. KOGELNIK: Do you want mine right now before I do my report? I can do that.

MR. CAMPBELL: Why yeah, it's on the agenda.

MR. KOGELNIK: All right. So from the meeting that occurred in November -- I think that was the November 1 meeting.

MR. CAMPBELL: That makes sense in my mind, yeah.

MR. KOGELNIK: I went through the minutes and went through the notes that I did have, and that was all pertaining to comments related to sewer. So with that I have the updated Sewer Regulations.

MR. SULLIVAN: Does that have the tap sizes that we had agreed to.

MS. SLUSARCZYK: This is sanitary sewer.

MR. SULLIVAN: Oh.

MS. SLUSARCZYK: This -- you approved that at the meeting when I wasn't present last -- in November or whatever it was. And there were some changes that Chris needed to make to them that weren't part of the ones that you approved.

MR. KOGELNIK: I don't know how detailed you want me to get in --

MR. CAMPBELL: Just high-level it.

MR. SULLIVAN: Just what changes.

MR. KOGELNIK: Basically the comments that we talked about were mainly administrative in that you wanted the term inspection and you wanted the -- instead of permit.

MR. CAMPBELL: Oh yeah, yeah. All right. I remember now.

MR. KOGELNIK: And you wanted some correlation to your rate sheet. And I'll get to that in a minute, the rate sheet. I sent an e-

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mail stating I wanted to talk about the rate sheet, okay. In general though, that was the basis for the edits that were made to Sewer. I do have a red line back at the office that I used as a basis for that. And what I'm could do is I'm gonna scan that red line to show you what I did, in fact, edit. That way you can scan through that real quick and say he got this, he got that, he got that.

MR. CAMPBELL: Just do that in an e-mail, don't print it out.

MR. KOGELNIK: That's what I'm gonna do. It's a small file so it's e-mailable. Anyways, that's the Sewer. And related to Sewer, during the November meeting we talked about these documents. These were the drafted permit documents, Cindy, that you and I had exchanged. Cindy had shared with us one of the documents and we were able to recreate it. And why these are --

MR. CAMPBELL: Oh, yeah.

MR. KOGELNIK: Why these are necessary is we had to create a sewer connection removal permit. And if you look inside that box, at the bottom there's a paragraph that states that, you know, that removal correlates to the new pipe cap detail on the sanitary sewer construction standard detail. So somebody that takes out a permit to remove a sanitary sewer lateral has to follow the detail.

MR. CAMPBELL: Gotcha.

MR. KOGELNIK: All right. That's reflected in the new sewer updates as well.

MR. CAMPBELL: And does Cindy have that on PDF?

MS. SLUSARCZYK: I actually have this version. I think it's just the way it was scanned or how they -- if the reading or the convert must have changed it a little bit. I have this form.

MR. CAMPBELL: Well, what is the difference between the two?

MS. SLUSARCZYK: This is the sewer connection.

MR. KOGELNIK: One is to connect, one is to disconnect.

MR. CAMPBELL: But you have both of those or just the one?

MS. SLUSARCZYK: This was generated from here, and then he changed some text.

MR. CAMPBELL: Okay. My question is, do you have these in pdf that you can have to us just to print-out if you need?

MS. SLUSARCZYK: That's actually a triplicate carbon form.

MR. CAMPBELL: So it will be -- this will be a form that you have to fill out?

MS. SLUSARCZYK: And there's a couple things on here, little things. That's it.

MR. KOGELNIK: If you need a few edits here or there we have the Word document, we can make as many PDFs as you want. Just call us, or call Amanda.

MS. SLUSARCZYK: Now for the Sewer Regulations that he gave you, because there was revisions to them, would everything -- I looked through them. Let me know so I can order new legislation to pass them at next month's meeting if you are ready to pass those.

MR. KOGELNIK: Please give me an opportunity to send a red line before you do that.

MR. SULLIVAN: On the Water side?

MS. SLUSARCZYK: Well, that's actually what we're talking about on the agenda right now is the Water Sewer Rules and Regulations, which there was just a couple things that needed changed. And I think he --

MR. KOGELNIK: I did. So there was only a few water

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changes that Cindy just e-mailed. And did the group receive that?

MR. SULLIVAN: Yes.

MR. KOGELNIK: So here they are. These were easy to make.

MR. SULLIVAN: You didn't red line the changes?

MR. KOGELNIK: No, I didn't, because Cindy did a good job of doing just that in her e-mail and you have those.

MR. DIETZ: These two are clean copies?

MS. SLUSARCZYK: Yes.

MR. KOGELNIK: Yes.

MR. CAMPBELL: No drafts, no nothing, this is the stuff we need to pass? Well, once we see the red lines from the sewer -- but these are the ones that --

MR. KOGELNIK: Okay. Now the only other thing I wanted to go over with you was that rate sheet. If you give me just a moment to do that with you. Cindy, were you able to make a few copies of that?

MS. SLUSARCZYK: Yes, sir.

MR. CAMPBELL: You got new ones?

MS. SLUSARCZYK: Yes.

MR. SULLIVAN: It's not in here.

MR. KOGELNIK: No. Rate sheets are not attached to your Rules and Regulations anymore.

MS. SLUSARCZYK: Now this is the proposed rate sheet, this is not the old rate sheet.

MR. KOGELNIK: Oh, is it really? Okay.

MS. SLUSARCZYK: Water's on the back.

MR. DIETZ: This is new.

MR. SULLIVAN: I got the old one here.

MR. KOGELNIK: Okay. So let me walk you down the sewer sheet. Turn to the sewer sheet. From the top and going down you see where you have your heading right now, Permit Fees. In the document that I just handed out for Sewer, that Permit Fees is changed to Inspection Fees because that's how we had it in the November minutes. We changed everything from "permit" to "inspection". So if we don't do that, then we have to make another -- we have to do an edit in the document. So keep that in mind. You might not want to comment on that until after, but let me just work down through here. And then you got a comment here at the bottom that says "permit valid for 90 days, you must re-apply for a new permit" -- again, if we change the terminology to inspections, that comment changes or that --

MR. CAMPBELL: So you're saying in the Rules and Regs it says "inspection" and our sheet it has "permits"?

MR. KOGELNIK: That's what -- yes. So I'm suggesting that we change that "permit" to "inspection" because I thought that that's what we had. It's in the minutes.

MR. SULLIVAN: Right here?

MS. SLUSARCZYK: No.

MR. DIETZ: Up here?

MR. KOGELNIK: Right here (indicating). See where it says "permits" and here it says "permits" again?

MR. SULLIVAN: Yeah.

MR. KOGELNIK: So that's where I'm suggesting to change those two words to "inspection". Again, just be patient with me. And maybe if there is a needed change back to permit I can go back to it and review that in the context of the document. But I think you understand there was --

MR. CAMPBELL: In my mind it's fine either way, as long as it's consistent is the main thing in my head, that it lines up so

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someone would correlate between our Rules and Regs and our price sheet.

MR. KOGELNIK: And the next heading down you have "Connection Fees". And underneath connection fees you've got "inspection" there. I really didn't see the sense of having an inspection redundant to the inspection fees if we're gonna keep that inspection fees up on top.

MR. CAMPBELL: So you're saying you don't see -- just cross that all out?

MR. KOGELNIK: I crossed off inspections and \$100, with the understanding that you have a schedule up here for inspections.

MS. SLUSARCZYK: Previously where we have permit fees it should be clearly stated maybe permit application fee. That is the fee that they pay when they make application, not the actual inspection. So I think there needs to be, in addition to the application fee, there's an inspection fee, and I think that's where the clarification needs to be.

MR. PLATT: Wasn't the permit fee generally to cover the cost of setting up the account and maintaining the file and getting -- doing all that?

MS. SLUSARCZYK: Yeah.

MR. PLATT: Clerical work that, you know, that is done.

MR. KOGELNIK: All right. If that's the case, then I might have to go back in and re-establish that as the permit application fee.

MR. PLATT: I think that was the intent of that.

MS. SLUSARCZYK: Yeah. It's actually on that permit that we revised, the form. If you look on there, the fees that were spelled out on there were the application, with that application those were the fees they were paying at that time. And then each inspection thereafter it was \$100. Each time they had to go out there was an inspection fee of \$100.

MR. KOGELNIK: So I need to go back and revisit that one. Okay. In terms of the inspection under Connections, does that inspection at \$100 or whatever that figure needs to be, does that have to stay there under Connections?

MS. SLUSARCZYK: Yes. Because if there's an existing tap and someone connects to it, Bruce will be there to inspect the connection -- Darren, the new Superintendent, will be there or employee -- qualified employee.

MR. KOGELNIK: So what you're saying is my initial permit fee's changing to inspections absolutely cannot happen?

MS. SLUSARCZYK: Like I said, we need to put in permit application fee for clarification so everyone is clear on that.

MR. KOGELNIK: Now under Connections there's a section and a document that if somebody doesn't connect and they're required to connect, there was a comment made during the November meeting that they needed to assign some sort of a penalty. Let me make it clear, I don't assign penalties. I can make an attempt at it, but it's not gonna be finished by me, it's gonna be finished by this Board and the Solicitor. So without having any other input, I arbitrarily stated that \$300 penalty fee if the connection is not made within 180 days of the BPA notifying the sewer customer. So again, I will provide you a red-lined sheet that I have here so that you can see what I'm thinking and then we can go from there.

MR. CAMPBELL: Okay.

MR. KOGELNIK: I basically pulled that figure of \$300 from the cost it's required to make a connection, all right. Okay. Then the Board had mentioned they would like me to come up with a fee or a

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unit price for front footage for installing sanitary sewer. So that's often difficult, you can imagine, to just pick a price to make the Village whole all the time; so we made that assumption. Eight inches in diameter, PVC sanitary sewer, using prevailing minute wage rates and the inside Village cost would be \$8 per lineal foot and the outside Village cost would be \$100 per lineal foot. Okay. The final comment that I have on here, at the end of the document that I passed out for the Sewer Rules and Regs there was a requirement for a penalty for not installing a grease trap within the time frame of being notified. So actually you need a grease trap permit if you don't have one.

MS. SLUSARCZYK: Correct.

MR. KOGELNIK: So we can make one easily from the form we have here, all we have to do is edit a few things. So I basically stated for a grease trap permit there would be a \$300 penalty if the grease trap is not installed within 90 days of the BPA notifying the sewer customer. And I just arbitrarily dialed in \$300, if there needed to be any action taken by Darren and his crew he could work within a figure. If it needs to be increased for whatever reason, let me know.

MR. PLATT: I'd suggest thinking about making it a daily penalty, okay. Because if you make it an okay, you missed that date and it cost you \$300, why should they do it in a timely fashion after that, you know. You're ordering them to do something to correct an issue, and I think we had the daily penalty for connections to like any of the sanitary sewer on our east side.

MR. CAMPBELL: Yeah, it just kept growing until they got it done. And then it was up to the Board to make decisions based on things. It's nice to have in there because we can always look at the situation after, but at least we have something with teeth that may force the issue a little stronger.

MS. SLUSARCZYK: Especially if you're giving them 90 days to do it.

MR. KOGELNIK: If you are a community that has a lot of restaurants and has a lot of grease traps, that becomes really important. For the Village that's just kind of an administrative format right now.

MR. CAMPBELL: You never know. I'm fine with adding that. So, yeah.

MR. DIETZ: Is it just for restaurants, or can you get in a personal home with it?

MR. KOGELNIK: Not required on residential units typically.

MS. SLUSARCZYK: On that note, we were -- or the department has problems with the grinder pumps that were blocked and inoperable because of excessive grease.

MR. KOGELNIK: Oh, residential installations?

MS. SLUSARCZYK: On residential properties.

MR. KOGELNIK: Yeah, that is often a problem with grinder pumps. It's usually -- it's considered maintenance. It's an interesting question, Tom. I mean, nobody cooks food and, you know, eats the same exact food house to house to house, and so it's difficult to understand whether or not a grease trap is required for residence use. But typically it's not. Where you have heavy grease in a restaurant or sometimes a school system or an institutional facility, that's where it's really a requirement.

MR. SULLIVAN: I had minimum sanitary sewer back up into the house. It cost me -- well it didn't cost me, but it cost insurance \$12,000. And when I had them come out and scope it and I through sure it would be trees growing into it they said that everything was fine,

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it was just 40 years of back-up of grease and whatever.

MR. CAMPBELL: All right.

MR. KOGELNIK: So that's all I have regarding the Rules and Regs. And as far as the details, you had asked about those, if the Board wants I'll send new pdfs out of those. You should have pdfs and the printed version from the last time I sent them.

MS. SLUSARCZYK: Yes.

MR. KOGELNIK: They really didn't change. Again, call me if you really don't have it and I will send it.

MR. CAMPBELL: Okay. So --

MR. SULLIVAN: My only question -- we've been playing with this thing for an awful long time. Once he sends them, would it be beneficial to have a special meeting just for that to pass them so we can be done with this?

MS. SLUSARCZYK: He's talking sanitary sewer, and we don't have that in front of us tonight anyhow. What's on the agenda is water. If he made the revisions that I had, there was just a few little word things. I don't have any red line, but I don't think that would stop us from passing them tonight if you want to pass the Water Regs tonight.

MR. KOGELNIK: You had a question mark above one of your water comments in regards to Lordstown paying the difference of the cost.

MS. SLUSARCZYK: Yeah.

MR. KOGELNIK: What did you want?

MS. SLUSARCZYK: It said -- let me see if I can find it. I think it was in regards to a development.

MR. KOGELNIK: Right.

MS. SLUSARCZYK: That it would say that the developer or -- and/or the Water Department would pay for that. And it was like I don't -- I wouldn't understand why we would pay for 00

MR. KOGELNIK: Rather than keep on looking, do you want me to find it and comment on it in my Engineer's Report.

MS. SLUSARCZYK: You can. That would be good.

MR. KOGELNIK: That way we can keep going.

MR. CAMPBELL: We're running out of time, that's for sure. So you know what you need to do, what you're gonna do from the sewer side, and we know what we need to look at from -- well, if there are not too many changes. And then you're gonna come up with a grease trap permit for us to use. Okay.

MR. KOGELNIK: Yes.

MS. SLUSARCZYK: That's still for sewer.

MR. CAMPBELL: Yes, yes, I'm just recapping where we're at.

**3. A Resolution increasing rates and charges for consumers of the water utility service within and outside the Village of Lordstown and declaring an emergency**

MR. CAMPBELL: We'll move on to the next one, a Resolution increasing rates and charges for consumers of the water utility service within and outside the Village of Lordstown and declaring an emergency. So that I think is what Mike was alluding to that we have talked about. Do you have something?

MS. SLUSARCZYK: Well okay, are you not passing the water regs tonight?

MR. CAMPBELL: I would like to because those are --

MS. SLUSARCZYK: That's what's first. And that's what held up the rate sheet because of the de minimus charge.

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MR. CAMPBELL: And that's in there now?

MS. SLUSARCZYK: That's in here now. So for you to pass the rate sheet, I think you have to pass these.

MR. CAMPBELL: All right. Then --

MS. SLUSARCZYK: Water, that's something that's -- again, I don't believe there will be something to stop you from passing it tonight.

MR. CAMPBELL: Gentlemen, any questions or issues regarding the new regs for water?

MR. DIETZ: That's this one (indicating)?

MS. SLUSARCZYK: Yes.

MR. DIETZ: No.

**MR. CAMPBELL: All right then. I'll make a motion that we pass the new regulations for our water.**

**MR. SULLIVAN: Second.**

**MR. CAMPBELL: All in favor?**

**(All respond aye.)**

**MR. CAMPBELL: All opposed?**

**(No response.)**

MR. CAMPBELL: When talking about Imperial --

MR. DIETZ: Could I --

MS. SLUSARCZYK: I do have a resolution. However, because it has been on our agenda, it is -- the date --

MR. CAMPBELL: Is way off.

MS. SLUSARCZYK: It needs to be --

MR. CAMPBELL: We can sign it next time you get an updated one.

MS. SLUSARCZYK: This would -- that will be Resolution 2019-1. I'll get a clean copy from Paul. Water rules and regulations. Here it says to be effective September 1, 2018. And we'll move that effective to what date?

MR. CAMPBELL: As long as it's -- we don't want September.

MS. SLUSARCZYK: No. That's why I said -- he revised it three times and I'm not gonna ask him again until we're ready.

MR. CAMPBELL: Let's just make it March.

MS. SLUSARCZYK: March 1.

MR. CAMPBELL: 2019.

MR. SULLIVAN: Do you have to send out notification of that?

MS. SLUSARCZYK: That the Rules and Regs have changed?

MR. SULLIVAN: No.

MS. SLUSARCZYK: Of the rates, if the rates get changed, yes, I do. I have to.

MR. SULLIVAN: So you can't implement them until after you --

MS. SLUSARCZYK: You're gonna do them with a future effective date. You pass it tonight, but the rate sheet will actually say what effective -- with the April reading date or March reading date because you can't --

MR. SULLIVAN: Right. That's what I was thinking, it was a time line.

MS. SLUSARCZYK: And it's not a specific day as much as it's a reading date because the businesses get read at the beginning of the month, the homes get read the end of the month so -- however, you can have a final bill any day. Whenever you read it, it gets caught in the new rate.

MR. SULLIVAN: We'll probably have to go to April 1.

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MS. SLUSARCZYK: For the Rules and Regulations, do you want them to put an effective date of today but the rates don't change until --

MR. CAMPBELL: That's fine, that's fine.

MS. SLUSARCZYK: I'll mark this up for 2/19/19. Okay. And then I'll have a clean copy. You'll have to stop in once Paul sends it to me.

MR. CAMPBELL: Very good. Very good. Number 3 then, we're back down to the Resolution increasing rates and charges for consumers of the water utility service within and outside the Village of Lordstown and declaring an emergency. That's back to this sheet, and that's with -- back where Mike was saying yes, we've discussed this numerous times, lots of times actually. I think the latest change that we discussed was the account maintenance fee and having it basically the three different account maintenance fees, residential being \$3 per month, commercial being \$10 and then industrial being \$15; and then their bills will be on top of that. So you know, that's gonna be on everyone's account. And that's something we can always know that we have coming in to run from the accounts, and it gives us I guess a little more control knowing what's coming in as our revenue flows in rather than always just banking everything completely on usage. So then there is -- Cindy has noted these are the rate increases that we discussed. So for example, we were at \$5.66, we go to \$5.75; and you know, like the \$5.46 would go to the \$5.65, \$5.31 would go to \$5.55, and that's how we had the rates set up. Are there any questions along that that you gentlemen would like to entertain or discuss?

MR. DIETZ: No.

MR. CAMPBELL: Does the Utility Department have any other changes for the fees? I know we went through those a couple times, I'm just throwing it out there one more time. I know we made some changes to those.

MR. SULLIVAN: Do you want a motion to --

MR. CAMPBELL: As long as there's no other questions or discussions.

**MR. SULLIVAN: I make a motion to accept the new water rates and fees.**

**MR. DIETZ: I'll second that.**

**MR. CAMPBELL: All in favor?**

**(All respond aye.)**

**MR. CAMPBELL: All opposed?**

**(No response.)**

MR. CAMPBELL: And we'll have these go into effect the next billing cycle or -- what works for how we can make that flow?

MS. SLUSARCZYK: The April readings. So this resolution also will need to be amended because what I have in my hand says March reading dates. So it will be changed to April reading dates. And if something happens with the software and it's gonna --

MR. CAMPBELL: We might have to delay it.

MR. SULLIVAN: We don't know that yet?

MS. SLUSARCZYK: I think it can be done, I really do. The office staffing is gonna change next week and that may hinder it, but I hope --

MR. CAMPBELL: Keep us posted.

MS. SLUSARCZYK: Exactly. I do believe it's attainable.

MR. CAMPBELL: Very good. This will be 2019 --

MS. SLUSARCZYK: -- dash 2.

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MR. CAMPBELL: Very good. Thank you everybody. I know that's been a long road.

**4. New Vehicle**

MR. CAMPBELL: Number four, New Vehicle. Any updates or just keeping it on the agenda?

MR. BIGGS: Everything will be -- has been on hold. We need to get the pick-up fixed, the transmission. So it's been working fine, so at least we got it back.

MR. CAMPBELL: We'll keep it on here.

**5. Utility Department Building**

MR. CAMPBELL: Number 5, the building. Same thing, keeping it on here and keep checking. Any updates for quick discussion? Okay.

MR. SULLIVAN: Who owns that building that we were talking about?

MR. BIGGS: I believe LEC does.

MR. DIETZ: LEC owns it?

MR. CAMPBELL: That hopefully then comes to the Village. It's done, whatever happened with TEC. We're not holding our breath until we know more, but it's a possibility.

**6. I&I**

MR. CAMPBELL: Number 6, I&I. Another thing to keep tracking in our --

MR. SULLIVAN: As of your date of taking over Darren, do you think you can come with a schedule or a planning for us?

MR. BIGGS: It's gonna be hard, Mike, I gotta be honest with you. The only thing we did do, we did our flow meter we had that -- it was broke down, we got it back, we got it working again. We had to make some phone calls to get the software working again. So right now we're working forward with that comparing what's coming down through there as compared to what was used water-wise. But we just started that because we got everything working again.

MR. SULLIVAN: No plans on smoke testing or --

MR. BIGGS: The plans are there.

MR. CAMPBELL: Well, that's a good thing to know. So I mean, it's not like because you're gonna compare what's flowing versus what we're charging, so if we know that it's worthwhile to do a smoke test. If he would get to another chink, there's a big disconnect here and focus our efforts where we can get some of the big ones nailed down.

MR. BIGGS: We'll try to get to it. We got the stuff. Time and people really makes it rough. I'd like to get it done, that's for sure.

MR. CAMPBELL: We're in a bit of, you know, transition period yet, so -- and I appreciate your eagerness, Mike, and we'll give him a little bit to get the department settled down and look at a plan as we move forward.

MR. SULLIVAN: I just believe we're letting a lot of money flow down --

MR. CAMPBELL: There's many whack-a-moles around to keep hitting.

MR. SULLIVAN: When people see increases and --

MR. CAMPBELL: Yep. All right.

**7. Water Rate Review**

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MR. CAMPBELL: Number 7, Water Rate Review. Done. Take that off the agenda, we'll leave that.

MS. SLUSARCZYK: More than happy.

MR. SULLIVAN: That's off, right?

#### **8. Sanitary Sewer Rate Review**

MR. CAMPBELL: Sanitary Sewer Rate Review. The only thing that came to my mind -- and this is an idea to plant -- is I know we don't have the decision what to do about it, but we can make a recommendation to Council. And after some thought, it may be something the Board considers as a recommendation is to do some incremental rate increases until we come in line with Trumbull County and just let it stay with Trumbull County at this point. It may be something we can suggest to Council as an idea. That takes it off our plate and puts something that's in line from this end. It was just an idea. So gentlemen, think about it. It might be a dumb idea, but it was at least an idea.

MR. SULLIVAN: Did they settle the lawsuit?

MR. KOGELNIK: With?

MR. SULLIVAN: Warren and Trumbull.

MR. KOGELNIK: As far as I know, no, technically. But they are working on it, you know.

MR. CAMPBELL: Okay. Very good.

#### **PUBLIC COMMENTS:**

MR. CAMPBELL: Public left? You don't have anything else, Mr. Public?

MR. SULLIVAN: So we'll just leave that on there?

MR. CAMPBELL: Yeah, yeah. I want to leave that on there. But I wanted you gentlemen to at least consider that option.

#### **REPORTS:**

##### **1. Solicitor's Report**

MR. CAMPBELL: Down to Reports. Solicitor's Report. I assume there's nothing from our Solicitor.

##### **2. Engineer's Report**

MR. CAMPBELL: Engineer's Report. Anything else?

MR. KOGELNIK: There is one big thing regarding the sewer infrastructure to facilitate TJX. We talked a little bit about this, Kevin, the delivery of these projects for the water and the sewer. Specifically for the meter manhole. We know that the meter manhole is gonna be included, but I don't -- I think the better delivery -- the better form of delivery is for TJX to basically do what LEC did with the Village and give some sort of an escrow account so that the Village could pursue and do that project on their own because it has nothing to do with TJX and it doesn't even impact TJX's schedule or time frame, it's a satellite type of improvement out here. So that needs to happen, you know, pretty quickly.

MR. PLATT: Well, that actually should happen prior to them making a connection, you know. If they're going to make any connection with Trumbull County sewer, you know. Because like the way we're billing Imperial, it would affect that and affect that bill, you know, or affect that flow, you know. If we start adding flow to it, there would be no way to really subtract that from the total then, you know.

MR. CAMPBELL: Yeah, without having that meter in there. Now did you give that other engineering firm, the TJX engineering firm,

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the --

MR. KOGELNIK: I think we shared with them the information that we had on our web site because it's public knowledge. All of that, the design, the cost of it, everything is there. So it just -- that gets down to a decision that the Village, BPA, or Council needs to say do it, you know.

MR. CAMPBELL: All right.

MS. SLUSARCZYK: But with it being a Trumbull County sewer customer, wouldn't Trumbull County --

MR. KOGELNIK: No, that's not the waste. This is the meter manhole is gonna go in the same spot it was before, and that picks up Imperial. So that has nothing to do with Trumbull County.

MS. SLUSARCZYK: Okay?

MR. CAMPBELL: Well, to some degree because they are giving up customers to come to us.

MR. KOGELNIK: I hear what you're saying.

MR. CAMPBELL: They're giving up customers, they're taking some and they are taking TJX, so --

MR. KOGELNIK: This is your decision. You need to make it. So you know the technical stuff of how it needs to work, we have provided that to you. You just need to make a decision on how you want to deliver it.

MR. CAMPBELL: I think that needs to go through the Council side. That's not usually aspects that -- I mean, as far as payment goes --

MR. SULLIVAN: I think we would definitely want an escrow account so we could go ahead and do it without --

MR. KOGELNIK: All right. So if that's the case, does the Board of Public Affairs want to make some sort of motion or decision that sends that decision over to Council for them to make.

MS. SLUSARCZYK: I think you better talk to him first because --

MR. KOGELNIK: Should I bring it up in my Engineer's report to them?

MS. SLUSARCZYK: Yeah, sometimes utility issues don't want to be handled --

MR. KOGELNIK: So this is a Utility Committee question?

MS. SLUSARCZYK: No, because water and sewer within the Village is-- it's outside the Village, it's a Utility Committee decision; inside the Village is the Board of Public Affairs. So it's -- then it would be us. So I'm a little confused. You're saying the board needs to make a decision how to run that project?

MR. KOGELNIK: How to deliver it. For example, will the Board of Public Affairs and Council retain the meter manhole as if it was their project again, you know, with understanding that the cost of the project for conduction and construction oversight would come from some cash that is coming from TJX. I would want to make that clear if I was the Board of Public Affairs.

MR. CAMPBELL: Yeah, things I'm struggling with is there's some pieces of that puzzle that aren't in place yet.

MR. SULLIVAN: There's what --

MR. CAMPBELL: The stuff from TJX and the drawings and the aspects of that that we don't have, that the road is throwing things into a tailspin again so they're redoing it. And the connection that we have to work with Trumbull County --

MR. KOGELNIK: Why don't you do this. Can I make a recommendation that the BPA seek a letter of commitment if we don't

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already have one from TJX that states that we'll fund your project, and if it has to be through an escrow account we'll do that, so that you can complete this project in a timely manner.

MR. PLATT: Uh-huh.

MR. CAMPBELL: Okay.

MS. SLUSARCZYK: We'll need to check with Bill about the escrow account.

MR. CAMPBELL: I'm sure. He's always fun about that stuff.

MR. KOGELNIK: I'm talking hypothetically. I'm not telling anybody what to do.

MR. SULLIVAN: I make a motion that we send the letter.

MR. CAMPBELL: I think we need to talk with Bill first and see how -- because sending a letter --

MR. SULLIVAN: I'm thinking we ought to have the motion there if --

MR. CAMPBELL: Just to send the letter. If you want to leave it go --

MR. SULLIVAN: Bill can -- if there's any changes from what we're thinking, he can put them in there, correct?

MR. CAMPBELL: I'll second the motion to send the letter to TJX, and we'll work with Bill formulating that letter. All in favor?

(All respond aye.)

MR. CAMPBELL: All opposed?

(No response.)

MR. CAMPBELL: Very good. Thank you, Chris.

MR. KOGELNIK: The only other thing I had, I did have a phone call with TEC's project manager basically for water and sewer. There's no exposure to the Lordstown water and sewer infrastructure for their project. There might be for some temporary water, but TEC will have no demand of their industrial process water from the Lordstown water system and they won't have any waste water going to your waste water system. So there's still a whole lot of homework that TEC has to do in order to determine whether or not they have a project in the Village. We don't have any plans or anything like that that we can see oh, we understand how this is happening. So I encouraged them to get those in here as quickly as possible, and Kellie is working with Steve Remillard from Clean Energy to do that. But that's pretty much all I know.

MR. DIETZ: Have they been aware that they are crossing in our water district?

MS. SLUSARCZYK: That was a question I was asking Chris before. There's plans out there for the water line to be run -- is it Warren's water line running through Lordstown or is Lordstown's water line running to Warren if TEC is paying for the line?

MR. KOGELNIK: I can answer that. It is Warren's water line.

MS. SLUSARCZYK: It's our water district.

MR. CAMPBELL: We still have our mark-up on top of it.

MR. KOGELNIK: That administrative stuff has to be ironed out with that certainly. You really need to get him to the table, let's see your plans, let's understand that, because we potentially have some things that we need to come into agreement with you.

MR. SULLIVAN: When you were in the meetings, did they understand that whether it was Warren's water line or Lordstown, that once it hit Lordstown --

MR. KOGELNIK: We don't talk about these details at all. We didn't get that far. I just learned that it was gonna be Warren's

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water line this past month.

MR. DIETZ: Because that --

MS. SLUSARCZYK: And in that notification, a question came about in talking with Kellie from those emails, the responses that have come back, and they said that they are not going to buy water from Lordstown, they asked is there going to be a response from the Board letting them know that hello we're here, you have to talk to us, or are you just going to not address it and wait for the storm later?

MR. CAMPBELL: Let me talk to Paul on that and then -- I mean, I was hoping -- he was copied on a couple of it but he didn't respond. It should actually come from our Solicitor stating here's the story, once it hits our border you're gonna be charged, it's our water district, there's gonna be an adder to it, and that's just how it's gonna be.

MR. KOGELNIK: That's the clarity of it.

MR. CAMPBELL: But I want that to come from Paul.

MR. SULLIVAN: I'm fine with that. But I also would think that the question of whether it's Warren water line or Lordstown water line, I think they'd have to have an agreement from us that once it hits our border that it's our water.

MR. KOGELNIK: Can I comment on that? I don't want that water -- you --

MR. CAMPBELL: That's why I'm saying we want it from Warren. We want an adder and just collect.

MR. KOGELNIK: Right.

MR. DIETZ: Yeah, because.

MR. KOGELNIK: You're not gonna be able to connect to that water line. That's a home run from Warren to TEC.

MR. DIETZ: Warren just had to start repairing the line that runs down to G.M. on 45. It took them two or three times to get it fixed.

MR. CAMPBELL: Let's get moving here.

MR. KOGELNIK: The only thing I had is the comment that I had -- Cindy is on page 14 of the Water Regulations under fire service and hydrant take points. The caption reads "fire protection improvements as part of ongoing system upgrades. The Board of Public Affairs shall consider fire service needs and the effect of a project on fire service when undertaking general improvements in the public system, and the balance of necessary expenses will come from the Village of Lordstown or developer". You had a question mark above Village of Lordstown. In the regulations I just passed out I changed it to Board of Public Affairs, not knowing anything. We can change it if you want back to whatever.

MR. SULLIVAN: So you changed it to what?

MR. KOGELNIK: Board of Public Affairs.

MS. SLUSARCZYK: Would that not be the burden of the customer?

MR. CAMPBELL: That's how I see it.

MS. SLUSARCZYK: The developer.

MR. KOGELNIK: So is it total -- I'll change it in the sentence. That's all I have.

MR. CAMPBELL: Very good. Any questions for our Engineer?

### 3. Utility Committee Report

MR. CAMPBELL: Utility Committee, anything to report from them?

MR. DIETZ: I don't -- haven't heard a word.

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**4. Clerk's Report**

MR. CAMPBELL: Cindy, have you got anything we didn't cover yet?

MS. SLUSARCZYK: The TEC, there was an update sent from Kelly requesting the PPE form to be committed. I already mentioned that they talked about you responding to the facts of their statement that they wouldn't be purchasing water from Lordstown. That's all I have for TEC. Next we have a tenant/landlord situation where an account -- the landlord had an existing account but never closed the account, a new possible tenant made application in December and left in January. During that time the landlord never closed the account or attempted to close the account, so the tenant has now left and no account has ever been created. Now it's time for me to give the deposit back and the deposit is sitting out there, it's not linked to an account because his account was never created. This is the problem when you have tenant/landlord accounts. So I talked to Bill. I don't want to falsely jump the account and do it and back it out because there's not going to be a bill.

MR. CAMPBELL: Huh-uh.

MS. SLUSARCZYK: So I would like to take that deposit and assign it to our miscellaneous account, which is where we would put the deposits for contractors, transient users, put it there, refund it and put a note on it. Bill is fine with that. I just want you to be aware. Two things, it may come back, you might hear something more about it in the future. But if that's fine with you --

MR. CAMPBELL: Yeah, I'm fine with that.

MS. SLUSARCZYK: The next thing I have is we have that account at Village Plaza, and again it's grown to \$887.20. Under the Board's direction I was not to shut it off. The shut-off letter for this quarter is out, but it's unresolved and we're changing the rates. I mean, it will help it a little bit, but it's adding actually more to that minimum bill too.

MR. CAMPBELL: Correct.

MR. SULLIVAN: I think at some point in time, so --

MR. CAMPBELL: If he ever gets a renter in that unit it's gonna come to a head. That's what we've been waiting for, a tenant in the old laundromat. That's what this is all being based off. Even having the minimum across all of them, that was higher because of the tap size. That's what the landlord has been doing. Paul said we got a tenant in there paying their rent, paying their water, we can't shut the water.

MS. SLUSARCZYK: I need a motion for you to acknowledge that I am not shutting off that account for that \$887.20.

**MR. CAMPBELL: I'll make a motion that we're aware of you not shutting off that account.**

**MR. DIETZ: I'll second it.**

**MR. CAMPBELL: All in favor?**

**(All respond aye.)**

**MR. CAMPBELL: All opposed?**

**(No response.)**

MS. SLUSARCZYK: The next thing I have is short and sweet, it's from the Planning and Zoning Commission also. She gave us a notice that in the plaza 6100, I do not know what unit, there's going to be a new restaurant. The changes are going to be before the Planning Commission on February 27. I don't it believe it affects us in any way, but it was sent to me to inform the Board.

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MR. CAMPBELL: Okay.

MR. SULLIVAN: I can't believe that.

MR. CAMPBELL: Believe it.

MR. SULLIVAN: Somebody's not making very good progressive planning.

MS. SLUSARCZYK: Okay. And then tomorrow I had a tentative meeting with John McGoran at Republic Services at 10:00 a.m. He sent me an e-mail and said tomorrow is not good, but he hasn't rescheduled yet. I came in a little bit later today, so I didn't try to contact him before the meeting. But it is in regards to recycling and, I'm sure, proposed changes to recycling. If any one of you can attend, I can let you know when that's going to be.

MR. CAMPBELL: Let me know. I work in Parma some, so some days I can't.

MR. SULLIVAN: Well, if you want I'll --

MS. SLUSARCZYK: That completes my report. If you have any questions --

MR. CAMPBELL: Any questions for Cindy?

MR. SULLIVAN: Do we know anything on the recycling?

MS. SLUSARCZYK: I do not. He actually reached out to us last summer and said he needed to get with me. And when I came in last week there was a message saying let's meet.

MR. SULLIVAN: Didn't they indicate that would probably be going up, the recycling costs?

MS. SLUSARCZYK: Truthfully, if I was to project what tomorrow might bring, is the fact that they are going to restrict the recycling or change it or maybe do away with it. And our question -- I would have to say this -- would be if they do it that would be a decrease in our charges because there was an upcharge when we added that. This would be my --

MR. CAMPBELL: I agree.

MR. DIETZ: Because they made all the changes last month over here.

MS. SLUSARCZYK: Somebody told me there was an article in the paper which said not to purchase --

MR. DIETZ: They got new signs on them for stuff.

MS. SLUSARCZYK: And it might be recycling in general is changing. I haven't followed it, so I don't know.

MR. CAMPBELL: Keep us posted. There we go.

**5. Superintendent's Report**

MR. CAMPBELL: Superintendent, double team. You can take turns or just pass it off. All right, there you go, Darren. You weren't looking, you were passed the baton.

MR. BIGGS: Most of the stuff has been discussed already. I talked with Shawn at Gorman Rupp about our lift stations. They'll be out to look at it again Thursday. It's moving awful slow. I don't know how many engineers it takes to figure out how to get heat out of a building, but that's what we're gonna figure out. The other thing is I need to get with Chris too about the force main between 2 and 3. We haven't done anything about that yet.

MR. KOGELNIK: And we were gonna take care of that with Shawn Beres. But Shawn had wanted to, I guess, do that after he got the heat thing. But if the heat issue is gonna just keep getting kicked down the road, we need to address the hydraulic issue of the force main.

MR. BIGGS: Right. You know something, whatever we can do,

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we need to do something anyway to --

MR. KOGELNIK: I agree.

MR. BIGGS: -- to move forward with those issues. That was it.

MR. DIETZ: Chris, I'm not sure, but coming off Hallock Young and heading north on 45 one of the horseshoe pipes that's a vent pipe for the sewer, I think it's been bent. I think it was bent into the -- that -- it may not be -- the open tip may be bent into the ground.

MR. KOGELNIK: Did that just happen?

MR. DIETZ: I don't know. I just seen.

MR. PLATT: Is that the one on 45 North of Hallock Young?

MR. DIETZ: Yes.

MR. PLATT: Yeah, that's connected to the Trumbull County force main.

MR. DIETZ: Yes, I know.

MR. PLATT: And that's been like that for -- I think a four-wheeler hit that three years ago and I made them aware of that back then, you know, so.

MR. DIETZ: I just seen it. I mean --

MR. CAMPBELL: Very good, eagle eye.

**MEMBER COMMENTS:**

MR. CAMPBELL: All right. Any Member Comments? Oh, you have something else?

MR. SULLIVAN: I would appreciate at the next meeting that you have with you the Trumbull water packet.

MR. KOGELNIK: TEC.

MR. SULLIVAN: Yeah, that you raise that so they understand that they gotta come to us to undersign the water rates rather than the last minute.

MR. CAMPBELL: I'll work on having a letter from Paul.

MR. KOGELNIK: Kevin was gonna talk to Paul.

MR. CAMPBELL: I'll hand you a copy of it too in case you -

MR. KOGELNIK: If it's all right with you, Mike, I'll wait for Kevin's action first.

MR. SULLIVAN: Just so they know.

MR. KOGELNIK: Yeah, you're right.

MR. CAMPBELL: Any Member Comments? Very good.

**QUARTERLY APPROVAL OF BILLING ADJUSTMENTS:**

MR. CAMPBELL: Quarterly Billing Adjustments. We're good on that?

MS. SLUSARCZYK: No.

MR. CAMPBELL: We didn't do January.

MS. SLUSARCZYK: No, because you --

MR. DIETZ: I'll come up tomorrow, Cindy, and work with you on that.

MR. CAMPBELL: Look through them. Those need to be done. Is that why you have them bolded?

MS. SLUSARCZYK: Yeah, because we didn't do it in January.

**ADJOURNMENT:**

MR. CAMPBELL: I'll take motions for adjournment.

MR. SULLIVAN: So moved.

MR. CAMPBELL: I'll second. All in favor?

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(All respond aye.)

MR. CAMPBELL: All opposed?

(No response.)

MR. CAMPBELL: Meeting is adjourned.

(Meeting adjourns at 5:57 p.m.)

C E R T I F I C A T E

STATE OF OHIO )  
TRUMBULL COUNTY ) SS.

I, Deborah I. Lavelle, a Notary Public in and for the State of Ohio, duly commissioned and qualified, do hereby certify that the foregoing meeting before the Board of Public Affairs was written by me in the presence of the Members and transcribed by me using computer-aided transcription according to the stenotype notes taken at the time the said meeting took place.

I do further certify that I am not a relative, counsel or attorney of any Member, or otherwise interested in the event of this action.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my seal of office at Niles, Ohio on this 8th day of March, 2019.

DEBORAH I. LAVELLE, Notary Public  
My Commission expires 4/16/2022

Submitted:

Approved By:

Cinthia Slusarczyk, clerk

Kevin Campbell, President