

Village of Lordstown Board of Trustees of Public Affairs

March 16

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RECORD OF PROCEEDINGS
MEETING OF THE LORDSTOWN VILLAGE BOARD OF PUBLIC AFFAIRS
1455 Salt Springs Road, Lordstown, Ohio
March 16, 2026
5:00 p.m. to 5:49 p.m.

IN ATTENDANCE: Mr. Christopher Peterson, President
Mr. Stanley Czeck, Board Member
Mr. Darren Biggs, Supt. of Utilities
Atty. Matthew Ries, Solicitor
ALSO PRESENT: Ms. Jaclyn Woodward, Mayor
Mr. Mark McGrail, Utilities Committee

RECORD OF PROCEEDINGS taken before me, DEBORAH LAVELLE, RPR, a court reporter and Notary Public within and for the State of Ohio on this 16th of March, 2026.

MR. PETERSON: I'd like to call this special Board of Public Affairs meeting to order. Please stand for the Lord's Prayer and Pledge of Allegiance.

LORD'S PRAYER

PLEDGE OF ALLEGIANCE

ROLL CALL:

MR. PETERSON: All right. I guess we'll do roll call.
MAYOR WOODWARD: Chris Peterson.
MR. PETERSON: Here.
MAYOR WOODWARD: Michael Sullivan.
(No response.)
MAYOR WOODWARD: Stanley Czeck.
MR. CZECK: Here.
MAYOR WOODWARD: Darren Biggs.
MR. BIGGS: Here.
MAYOR WOODWARD: Cinthia is absent. Chris Kogelnik, absent. And Matt Ries.
ATTY. RIES: Present.
MR. PETERSON: I'll make a motion we excuse Mike Sullivan, Chris Kogelnik and Cindy.
MR. CZECK: Second.
MR. PETERSON: All in favor?
(All respond aye.)

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MR. PETERSON: Opposed.

(No response.)

MR. PETERSON: Motion passed.

CORRESPONDENCE:

MR. PETERSON: No Correspondence.

NEW BUSINESS:

1. Review of RFQs for Engineering Services for the New Redundant 24-inch Waterline Project

MR. PETERSON: Only item under New Business is a review of the RFQs for engineering services for the redundant 24-inch water line, and we had three companies submit for that. That will be Thrasher, Verdantas, and is that LJB Engineering. So, Darren, did you get a chance to review any of them?

MR. BIGGS: Just briefly. That was it, yes.

MR. PETERSON: Okay. So, which one do you guys want to start with?

MAYOR WOODWARD: Well, okay. Let's -- can we do -- I have four things written here: plan implementation, quality, experience, and technical capability. Do you think those are -- that's what we --

MR. PETERSON: Yeah, I think that's what we did last time.

MAYOR WOODWARD: That's pretty standard. So, pick one. Well, let's pick a category and --

MR. PETERSON: Go through all of them.

MAYOR WOODWARD: -- and decide 1, 2, 3; 1 being the best, 2 being the middle, and then the third being the worst.

MR. PETERSON: Yeah.

MAYOR WOODWARD: So, we'll do it that way.

MR. PETERSON: Do you want to pick the LJB one first, or which category do you want to pick? Quality?

MAYOR WOODWARD: Yeah, if you -- well, let's do experience first. They all seem to have --

MR. PETERSON: The same methods, yeah.

MR. CZECK: Yeah, they're all the same.

MAYOR WOODWARD: I can't remember, did any of these have projects that mimic this one pretty closely?

MR. PETERSON: I thought they did. Stan?

MR. CZECK: What are you looking for?

MR. PETERSON: A project like kind of --

MAYOR WOODWARD: Their project experience.

MR. PETERSON: Yeah.

MAYOR WOODWARD: It -- this is LJB, right? Am I reading that, LJB Inc.?

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MR. PETERSON: Yeah.

MAYOR WOODWARD: So, their similar project experience would be raw water line and pump station, Clay Street water main replacement, there's another road water line in Bellevue, Ohio, Main Street and Narrows road waterline replacement that was in Perry Village, Ohio. Rogers Road waterline replacement Willoughby Hills, Ohio. There's a couple pages of projects for them that seem to be pretty extensive. In 2023 they did a water main replacement that consisted of over 15,000 feet of water main replacement. Looking at this one. Anybody got the other ones pulled up? Thrasher looks like it's at the back.

MR. PETERSON: Yeah, I'm not seeing.

MAYOR WOODWARD: Page 18, 19. City of Toronto waterline replacement. That was 6-inch waterline. Weirton Area Water Board, that was in Weirton, West Virginia. That was a replacement of 150,000 gallon water tank.

MR. PETERSON: Verdantas had Ultium, Hallock- Young waterline connector they were working on, Lordstown Energy Center improvements, Master Water Plan 2020 for us, the water distribution system hydraulic computer model that also was for us, Rattlesnake water treatment plant improvement in Fayette County, Ohio that was in 2025, and Fayette County raw water transmission line that was 20 miles.

MAYOR WOODWARD: Going back to Thrasher, they also had another project, it's on page 17. That was 2,600 lineal feet of 6-inch water line replacement. So, it doesn't seem like they've done the scope of work --

MR. PETERSON: That the other two have, yeah.

MAYOR WOODWARD: Correct. So, looking at these, what are your thoughts on rating them 1-2-3 for experience?

MR. CZECK: These guys seem to be good here to me.

MAYOR WOODWARD: Who's that?

MR. PETERSON: That's the LJB.

MR. CZECK: Yeah.

MAYOR WOODWARD: Mark, what are your thoughts, rating them 1, 2 and 3 as far as experience related to our project?

MR. McGRAIL: I agree with your comment on Thrasher. As far as the other two, they seem to have about the equal amount of experience. You know, the one company may have done a few projects more, but basically, it's all the same.

MAYOR WOODWARD: Okay. So, we want to rate Thrasher --

MR. PETERSON: Three.

MAYOR WOODWARD: -- as a 3 for coming in not so qualified on the experience. And then where would you put Verdantas and LJB? We have to pick a 1 and a 2. I know.

MR. PETERSON: They are pretty comparable.

MAYOR WOODWARD: If you're going to weight them properly --

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MR. McGRAIL: Just with experience I would go with Verdantas on number 1.

MR. PETERSON: They're familiar with --

MR. McGRAIL: We're familiar with them.

MR. PETERSON: -- with our system is what I was thinking, yeah.

MAYOR WOODWARD: Stan, what do you think?

MR. CZECK: It could be either one, it really doesn't matter.

They're -- they may be a little more familiar with what they've done in here, but they're still an engineering firm. It doesn't matter. To me, the experience -- and they all have the experience, there's no doubt about it. But I still need to see costs. I'm not going to pick one unless I know what their costs are. I don't have anything against any of them, but I still need to see them. I can't pick something when I have -- I don't even know what it is. They're all candidates and they're all professionals.

MR. PETERSON: The issue you're basing on qualifications, not on price. That's what the RFQ process is.

ATTY. RIES: And that's under the Ohio Revised Code, because you're supposed to prioritize qualification-based selection and then price comes later. That's -- you know, the law basically says that it's to be negotiated for these types of professional service agreements.

MAYOR WOODWARD: And if we don't like the price, can we reject it?

ATTY. RIES: Yeah.

MR. PETERSON: Yeah, you always have that availability.

MAYOR WOODWARD: So, let's rate them on who we want based on those four categories then. So based on experience I would say that I think that LJB probably has more expensive experience with the larger --

MR. PETERSON: Project.

MAYOR WOODWARD: The larger projects and pipes, the size of the pipe. But Verdantas is familiar with our projects here. So, I --

MR. CZECK: I'd agree with that.

MAYOR WOODWARD: Okay.

MR. CZECK: So, what's that leave you? Don't forget, this is only one category.

MAYOR WOODWARD: Sure.

MR. PETERSON: It's only one category. Yeah. It -- what does everybody think?

MR. CZECK: Well like I said, to me it comes down to the other end.

MR. PETERSON: I know.

MR. CZECK: They're qualified as far as I'm concerned.

MAYOR WOODWARD: Chris.

MR. PETERSON: I agree with Stanley, LJB is a little bit more qualified on the larger projects.

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MAYOR WOODWARD: Okay. So, we're going to go with LJB as a 1, Verdantas a 2, Thrasher a 3. I know.

MR. PETERSON: Mark, do you agree with that?

MR. McGRAIL: I can live with it.

MAYOR WOODWARD: They're pretty --

MR. PETERSON: Pretty comparable. They're really close. Looking through, LJB did have a little bit more experience on larger from what they submitted.

MAYOR WOODWARD: Okay. Then let's go with --

MR. McGRAIL: Can I just ask a question about that? They have a little bit more experience, but what does that mean?

MR. CZECK: Project-wise.

MR. McGRAIL: No, I understand that. But when you're -- I'm trying to think about how to express that. If they're, you know, looking at Verdantas, even these guys over here, Thrasher, about the only difference I think in any of the experience -- let's just say the two, LJB and Verdantas, is maybe the number of projects. The projects to me are all the same, they're putting pipe in the ground. And --

MR. CZECK: Don't forget, they're doing the engineering services. The actual construction will be some local -- it won't be these guys.

MR. PETERSON: It will be a contractor, yeah.

MR. McGRAIL: I understand that. But it just seems -- so I mean if the three of you want to say 1 is LJB I can live with that. I'm just throwing that out there.

MR. CZECK: There's other categories, so --

MAYOR WOODWARD: Absolutely. Next category we'll go with quality. So, I believe this would be quality of the projects. But one of the things that we don't know -- I mean, we know that they oversaw the projects, we don't know what the final result of the projects were. You know, were they -- how long was the punch list, you know, what --

MR. PETERSON: Yeah, yeah, absolutely.

ATTY. RIES: That would come from the references listed that they have, you know.

MAYOR WOODWARD: Yeah. So, quality would be -- we've never used Thrasher or LJB that I know of. So do you want to rate this on quality of projects as we know them or quality of projects as you see them in --

MR. CZECK: Well, we only have one thing, we only have experience with one, so --

MAYOR WOODWARD: Correct.

MR. CZECK: Obviously that would have to give them a step up because --

MR. PETERSON: Yeah.

MAYOR WOODWARD: So do we want to give Verdantas the number 1

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because of the --

MR. PETERSON: I would say.

MR. CZECK: Oh, this case, yes I would.

MAYOR WOODWARD: Where do you want to place Thrasher and LJB?

MR. PETERSON: Have they ever done work for the Village that anybody knows of?

MAYOR WOODWARD: Darren, do you know anything about their quality of work?

MR. BIGGS: I don't recognize them, no.

MR. PETERSON: I know the one thing that -- Thrasher doesn't have any offices in our area, where the other two do. LJB has one out of Cleveland. I believe Thrasher is all out of West Virginia; is that correct?

MR. BIGGS: It says Canton on it, on the first page. I thought I saw Canton.

MAYOR WOODWARD: Their projects were in Weirton.

MR. PETERSON: I was looking at projects, I didn't look at the first one. Sorry about that. Canton, Ohio. Okay, never mind.

MAYOR WOODWARD: I mean, you can consider their location under plan implementation too. So quality, Thrasher, LJB.

MR. PETERSON: We just don't have experience enough to know.

MR. CZECK: No, we don't know. Obviously --

MAYOR WOODWARD: Can they give them both a same score, 2 and 2, or does one have to be a 3 to weight it properly?

ATTY. RIES: One should be a 3 or else -- no, one should be a 3. This is why it would be nice to have the scoring sheets. If you guys want to rate them both 2 and 2, I guess unless there's a tiebreaker at the end when we're scoring that would be a problem. But otherwise, you're trying to do what is fair and objective about what we know about the company and what we don't know.

MR. PETERSON: I don't want to give one or the other a leg up because we don't have experience with them. I guess we can call the references if we have that issue.

ATTY. RIES: Yeah. I mean, you could look at the quality and size of the jobs. That's an objective way to look at quality. Presumably they're not putting jobs that went south on them here in their marketing materials.

MR. PETERSON: Yeah.

ATTY. RIES: But, so I mean you could look at the quality and size of the job in terms of the scope.

MR. CZECK: Let's make LJB number two then just for the sheer size and scope of the work.

MR. PETERSON: Yeah.

MAYOR WOODWARD: Okay. LJB will be a 2, Thrasher will then be a 3 for the category.

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MR. PETERSON: I will say the same because they only submitted three projects that they did under experience. Yeah.

MAYOR WOODWARD: Okay. Well, then we'll go to technical capability. Let's look at their staff. Their approach -- well, I guess their approach we could put under plan implementation. So, we'll just look at technical capabilities right now. So, for Thrasher I'm looking at page 7, and they -- let's see, "utilizes scheduling to track every stage of a project - from design and bidding through construction completion. We also require contractors working on our projects to regularly update their project schedules and give a detailed progress report at each job meeting, again focusing on the communication component of scheduling. This helps to ensure all parties are informed and aware of potential delays. Keeping our owners up to speed with progress is always our priority and ensures occupancy and owner supplied equipment are scheduled accordingly". So, they also have -- it looks like they keep a tight schedule, which I guess can be considered under plan implementation too. And then on page 9 they have their software overview, the CADs that they're using, pipe modeling, which I'm not familiar with any of these software's so -- Darren, are you?

MR. BIGGS: Let me take a look. Where are you at?

MAYOR WOODWARD: Page 9 on Thrasher.

MR. PETERSON: Page 9 on Thrasher.

MAYOR WOODWARD: They have software overview, survey equipment --

MR. BIGGS: Not 100 percent familiar. It just looks like when they use the design, they're just using all these to map it out, and they actually have programs that will do -- figure out where the water pressures would be at where it would have a problem with it. This is some of the things that the engineers use, this is what I'm seeing on that. But no, I'm not that familiar with any of this stuff.

MR. PETERSON: Under technical expertise it looks like they're kind of focusing on treatment and distribution is what it kind of reads to me. Do you agree with that, Darren? It would be page 10, Thrasher.

MR. BIGGS: What was your question, Chris?

MR. PETERSON: Seems like they focus a little bit more on treatment than distribution, doesn't it to you, the way that all reads and everything?

MR. BIGGS: No, I'm not seeing that.

MAYOR WOODWARD: Okay. Well, that's their list regardless.

MR. PETERSON: Yeah.

MAYOR WOODWARD: Now let's look at the other two to see what kind of technical capabilities they are presenting, if any. I'm flipping through LJB, I don't see any of that. If anybody sees it, let me know.

MR. CZECK: Are you talking about personnel?

MAYOR WOODWARD: Technical capabilities.

MR. PETERSON: I don't see anything.

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MAYOR WOODWARD: I don't see anything for Verdantas either, so -- Mark, do you see anything?

MR. PETERSON: Technical approach, page 19 on LJB.

MAYOR WOODWARD: Nineteen?

MR. PETERSON: Yeah.

MAYOR WOODWARD: That's going to be under plan implementation. We need to know like their technical capability. Do they have the technical capability, do they have the programs, do they have the technology? I mean, I kind of feel like we have to give Thrasher a 1 for even including it.

MR. PETERSON: Yeah, they included it.

MR. CZECK: Yeah, I agree.

MAYOR WOODWARD: Okay. Mark, thoughts?

MR. McGRAIL: Nope, that makes sense.

MR. CZECK: Verdantas number 2 then and Thrasher a 3?

MAYOR WOODWARD: Verdantas is a 2?

MR. PETERSON: Yeah.

MAYOR WOODWARD: Okay. All right. So, Thrasher will be a 1, Verdantas will be a 2, LJB will be a 3 based on technical capability. And the fourth category would be planning implementation. This is what their plan is to get us started, keep us moving through the project. So, all right, who do we want to look at first? This is almost painful, I'm just going to say that on the record. All right. Looking at Thrasher page 5, field investigation, data collection, design and construction documents, they're going to prepare detailed plans, specifications, bidding documents for the new 24-inch water line installation. Step three is going to be cost estimating and budget management, and step four will be bidding and procurement. Step five will be construction administration. Step six will be project close out. So, they've got it in here, there's six steps --

MR. PETERSON: Yeah.

MAYOR WOODWARD: -- start to finish. Project delivery for LJB is on page 18, and then -- oh, I guess page 19 would be project approach and methodology, project understanding.

MR. PETERSON: Carries over.

MAYOR WOODWARD: Technical approach would be "This project will begin with a kick-off meeting with the Village to define the project-specific goals, define the critical success factors, review timelines, confirm project milestones, and collect as-built plans and additional background information related to the project." Then they go into "The next phase of the project will be conducting field survey for design. Prior to starting field survey our team will begin utility coordination by contacting Ohio 811." And then they go through all of the things that they're going to make sure doesn't happen with the project. "After each of the 60%, 90% and 100% design submittals, the Village shall review and provide written comments for revisions within two weeks. Alternatively, a review meeting with the Village

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can be held a few days after each design submittal to go through" -- so it looks like they're going to give this to you in three chunks to look over as they are doing it just to make sure they don't hand you a finished project and you say wait, this isn't right, go back and they have to start over again, which is probably smart. Okay. What does Verdantas have to say.

MR. CZECK: Do you see it, project understanding?

MAYOR WOODWARD: Where are you at?

MR. CZECK: Well, I imagine it's the fifth actual page, wherever it's at in the --

MAYOR WOODWARD: Page numbers are at the --

MR. CZECK: Yeah.

MR. PETERSON: This one doesn't have a page number.

MAYOR WOODWARD: Okay. So --

MR. PETERSON: Project management, communication.

MAYOR WOODWARD: It would be page 2 technically.

MR. PETERSON: Yeah, page 2.

MR. CZECK: Yeah, that's 2.

MAYOR WOODWARD: Project understanding. Well, this would be planned implementation so --

MR. PETERSON: They do. Down further. Due diligence and it starts from there, I believe. They give a history of it and then they go into it.

MAYOR WOODWARD: So, if you go to the next page, page 3, it's going to be project management and communication, so "Immediately upon selection we will conduct a project kick-off meeting with the Village and key stakeholders including Niles and MVSD. This meeting will establish project goals, objectives and success criteria; communication protocols and points of contact; schedule milestones and budget parameters; identification of stakeholders, agencies and utilities; key risks and constraints requiring early attention." So right off the bat they're going to get Niles and MVSD involved. "Basis of design and preliminary engineering, due diligence phase of work, survey, utility coordination and data collection, risk identification and mitigation," which on the bottom of page 4 they list the five primary categories of risk for projects like this. So they're going to be looking for those along the way. "Traffic control, public coordination, final design, permitting and bidding, quality control and documentation, schedule and grant administration," which I don't think anybody else --

MR. PETERSON: Nobody else put that in there.

MAYOR WOODWARD: Nobody else has said anything about grant administration. "Construction administration and observation, project close out and grant support." I like this one.

MR. PETERSON: Yeah. Yeah, I think they --

MAYOR WOODWARD: And I think their familiarity with the project helps.

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MR. PETERSON: Yes, with the plan implementation, absolutely.

MAYOR WOODWARD: So I would absolutely give Verdantas a 1 on that one. I would put LJB a 2, and I would put Thrasher a 3. Does anybody have anything else?

MR. CZECK: Sounds right to me.

MAYOR WOODWARD: Mark?

MR. McGRAIL: 100 percent.

MAYOR WOODWARD: 100 percent, okay. All right. Well, do I need to sit here and figure these out now? Are you weighting them, how are we weighting them? They need to be waited though, not just added.

MR. PETERSON: What do you mean by weighted?

MAYOR WOODWARD: So like the experience and qualifications should account for 15 to 25 percent of the score. Implementation would be -- do you see?

MR. PETERSON: Yeah.

MAYOR WOODWARD: So this has to add up to 100 percent. And since we're not doing pricing --

MR. PETERSON: What's the percentages?

MAYOR WOODWARD: It looks like implementation would be 20 percent, experience would be 25 percent, technical capability looks like it should be 35 percent, and quality would be the remainder.

MR. PETERSON: I got to do the math.

MR. CZECK: Twenty percent.

MR. PETERSON: Okay.

MAYOR WOODWARD: Okay. I got mine to come out about 99.94, so it's close enough. So I have Verdantas pulled a total of 39.98, thrasher pulled a total of 16.65, and LJB is 43.31. With rounding errors, I only went two decimals. So that actually puts LJB at number 1.

MR. CZECK: No, no. Yes, yes. That's correct.

MAYOR WOODWARD: They have 2, 2, 1, 3. And the way that they were weighted, because technical capability weighed more so --

MR. PETERSON: Sorry, I'm still doing the math. I'm sure you're right.

MAYOR WOODWARD: I can double-check my math later when I'm not being scrutinized by Bill Blank out there in the audience.

CLERK BLANK: I take offense to that, your Honor. I'm not doing anything.

MR. CZECK: Why did you turn all red?

CLERK BLANK: I always do. It's cold out.

MAYOR WOODWARD: We probably should have scored them the opposite way so that 3 was the highest and -- or and we did it the opposite way.

MR. PETERSON: Yeah.

MAYOR WOODWARD: So, I'd have to change your numbers to multiply

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MR. CZECK: When is Mike due back?

MR. PETERSON: I do not know.

CLERK BLANK: He didn't get surgery, they put it off.

MR. PETERSON: I didn't know that.

MR. CZECK: I would like to have him here before we make the selection.

MAYOR WOODWARD: Well, how about this. You can table it. I can calculate --

MR. PETERSON: We can sit down --

MAYOR WOODWARD: -- and we can discuss it tomorrow if you want. Can we do that, finish --

ATTY. RIES: Yeah.

MR. CZECK: And let him have input.

MAYOR WOODWARD: And I will have this on paper calculated out so you can see how it was graded.

MR. PETERSON: Yeah. Okay.

MR. CZECK: Sounds fair.

ATTY. RIES: We have it on the agenda for our meeting, right, 24-inch waterline?

MR. PETERSON: Yeah, 24-inch waterline, it's on the agenda. Okay. Anything else to go over that? Seeing none --

PUBLIC COMMENTS:

MR. PETERSON: Any Public Comments? This is for the Board of Public Affairs meeting, just so you know, not for the Council. Just so you're aware of that.

AUDIENCE MEMBER: So, I'll just wait for --

MAYOR WOODWARD: If it's for Council it will be the next meeting that starts at 6:00.

AUDIENCE MEMBER: Okay.

MR. PETERSON: No other public comments?

MEMBER COMMENTS:

MR. PETERSON: Member Comments.

MR. CZECK: None.

ADJOURNMENT:

MR. PETERSON: Motion to adjourn?

MR. CZECK: So moved.

MR. PETERSON: Second. All in favor?

(All respond aye.)

MR. PETERSON: Opposed.

(No response.)

MR. PETERSON: Motion passed. Thank you everyone.

(The meeting ends at 5:49 p.m.)

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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 23rd day of March, 2026.

DEBORAH I. LAVELLE, Notary Public
My Commission expires 4/15/2027

Submitted by:

Approved by:

Cinthia Slusarczyk, Clerk

Christopher Peterson, President