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RECORD OF PROCEEDINGS
MEETING OF THE LORDSTOWN VILLAGE BOARD OF PUBLIC AFFAIRS
1455 Salt Springs Road, Lordstown, Ohio
March 4, 2025
4:00 p.m. to 5:05 p.m.

IN ATTENDANCE: Mr. Christopher Peterson, President
Mr. Michael Sullivan, Vice-President
Mr. Stanley Czeck, Board Member
Ms. Cinthia Slusarczyk, Clerk
Mr. Christopher Kogelnik, Engineer
Atty. Matthew Ries, Solicitor

ALSO PRESENT: Mr. Robert Bond, Village Council
Mr. Ernie Bowen, Village Council
Ms. Jessica Blank, Village Council
Mr. Tom Cowie, Imperial Communities
Ms. Nancy Goddard
Ms. Phyllis Dunlap, CT Consultants

RECORD OF PROCEEDINGS taken before me, DEBORAH LAVELLE, RPR, a court reporter and Notary Public within and for the State of Ohio on this 4th of March, 2025.

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

LORD'S PRAYER

PLEDGE OF ALLEGIANCE TO THE FLAG

ROLL CALL:

MR. PETERSON: Welcome everyone. Roll call please.
MS. SLUSARCZYK: Chris Peterson.
MR. PETERSON: Present.
MS. SLUSARCZYK: Michael Sullivan.
MR. SULLIVAN: Here.
MS. SLUSARCZYK: Stanley Czeck.
MR. CZECK: Here.
MR. SLUSARCZYK: Darren Biggs.
(No response.)
MS. SLUSARCZYK: Cinthia Slusarczyk, present. Chris Kogelnik.
MR. KOGELNIK: Present.
MS SLUSARCZYK: Matt Ries.
ATTY. RIES: Present.
MR. PETERSON: Let's have a motion to excuse Darren. He's on a water break right now.
MR. CZECK: So moved.
MR. SULLIVAN: Second.
MR. PETERSON: All in favor?
(All respond aye.)
MR. PETERSON: Opposed?
(No response.)
MR. PETERSON: Motion passed.

APPROVAL AND CORRECTION OF MINUTES:

January 13, 2025

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MR. PETERSON: Approval and Correction of the minutes for January 13, 2025. Did you guys get a chance to review them?

MR. SULLIVAN: Yeah, make a motion to approve.

MR. PETERSON: I'll second it. All in favor?

(All respond aye.)

MR. PETERSON: Opposed?

(No response.)

MR. PETERSON: Motion passed.

CORRESPONDENCE:

MR. PETERSON: Any correspondence?

MS. SLUSARCZYK: No.

MR. PETERSON: Seeing none --

PUBLIC COMMENTS:

MR. PETERSON: Public Comments.

MS. BLANK: Yes. I had a question because I wasn't sure if we were going to talk about the water booster station property. Do we have any update on that?

MR. PETERSON: Yes. I'm sure everybody is aware now our contact at TEC has left TEC.

MS. BLANK: Yes.

MR. PETERSON: So I did reach out to Ted Harvey on Friday, spoke with him. He was vaguely familiar with it. He said as far as I know it was still okay, he was going to talk to Corey and senior leadership, make sure everything was good. And I did follow-up with a phone call with him today and he did not call me back.

MS. BLANK: Okay.

MR. PETERSON: Chris, have you heard anything more than I have?

MR. KOGELNIK: No. I have the illustration up there, but we can talk about it when --

MS. BLANK: So you think we're just done trying to get the Holton property?

ATTY. RIES: Done trying to get it?

MS. BLANK: Weren't we going to do eminent domain on that?

MR. KOGELNIK: No.

MR. PETERSON: No, it will take too long.

ATTY. RIES: Not for this location with TEC, no.

MS. BLANK: Okay. So we're done?

MR. PETERSON: She was asking eminent domain.

MS. BLANK: Because we were trying to get it for --

ATTY. RIES: At this juncture yeah, we were looking more at the TEC property because the eminent domain would be, first of all, a lot more costly and time intensive with the deadlines we have as long as there are viable alternatives.

MS. BLANK: Sounds good. Thank you.

MR. PETERSON: Any other public comments? Seeing none --

NEW BUSINESS:

1. CT Retainer

MR. PETERSON: New Business. The only item on new business we have is CT's Retainer. I know it was brought up last meeting. The only change involved with it was the price increase, correct, from \$500 to \$550?

MR. KOGELNIK: Yeah, we proposed a 10 percent increase.

MR. PETERSON: So do you guys want to move forward with that at this time?

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MR. CZECK: Yeah, I'll make a motion.

MR. PETERSON: Okay.

MR. SULLIVAN: I'll second it.

MR. PETERSON: Okay. Any more discussion? All in favor?
(All respond aye.)

MR. PETERSON: Opposed?

(No response.)

MR. PETERSON: Motion passed. Okay. Seeing no other new
business --

OLD BUSINESS:

1. A Resolution recommending that Village Council authorize the Village of Lordstown to enter into a first addendum to the water supply agreement with the City of Warren for the Trumbull Energy Center Project

MR. PETERSON: Old business, item number 1, the Resolution recommending the Village Council authorize the Village of Lordstown to enter into a first addendum to the water supply agreement with the City of Warren. Is that still on hold kind of?

ATTY. RIES: I haven't received official word about if they are going with open cut vs. the trenchless method. I know we've heard some grapevine gossip; but until I officially hear from the City of Warren on what the methods are going to be, yeah, we've just tabled it right now because that will affect the language in the agreement.

MR. PETERSON: Okay.

ATTY. RIES: And in fact, we'll have to amend the RUMA as well once we do that.

MR. PETERSON: Chris, you haven't heard anything more on this?

MR. KOGELNIK: No, other than, you know, they really, really, really want the water line to go through. You know, they're obviously already starting the construction of the water line. But that's kind of like a mobilization process at this time. They're just hauling in material, doing their layout and that sort of thing. But like Matt said, we need to see that RFI that explains how they're going to do the horizontal directional drill. Until then --

MR. PETERSON: We just have to kind of wait.

MR. KOGELNIK: We're waiting.

MR. SULLIVAN: That on Highland there, that where they're digging, that's got nothing to do with this water line?

MR. PETERSON: Where are they digging at on Highland?

MR. SULLIVAN: Just the other side of the tracks.

MS. SLUSARCZYK: Along the sewer line on Highland Avenue.

MR. SULLIVAN: That's for that --

MS. SLUSARCZYK: I want to say yes, but I --

MR. KOGELNIK: Does it look like exploratory where they are doing pot holing?

MR. SULLIVAN: No. There's two different sections where they're over on the one side of the track and then the other, and they got like --

MS. SLUSARCZYK: The thing to mark the electric line to pass under to get onto the side, then they laid wood down to go down there. But they were digging.

MR. KOGELNIK: Okay. Well, they might be doing some work in order to just prepare for that bore and jack underneath the railroad.

MS. SLUSARCZYK: Yeah. And they removed the tree stumps here across from Chris' house as well.

MR. PETERSON: Yeah.

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MR. KOGELNIK: So a bunch of due diligence, tree clearing and all of that. So I suspect for a while, Mike, they're going to be almost all over their, you know, full route. But I think that as time goes by they're going to be concentrated on coming up from the TEC site, you know, in a northward manner.

MR. SULLIVAN: So they'll be going --

MR. KOGELNIK: From the south to the north.

MR. SULLIVAN: To the north?

MR. KOGELNIK: Yes. That's what they told us during all of their progress meetings.

MR. PETERSON: Okay. Do you have something?

MS. SLUSARCZYK: Is the railroad -- is the water line going to go underneath the railroad at Highland Avenue, or is it further east?

MR. KOGELNIK: Further east, yeah. It really is -- if you remember that north-south old rail right-of-way -- do you remember that -- that kind of -- there was a spur, and it went basically between Highland and the east property line of the Village of Lordstown. If you just kind of looked -- I can zoom in on Google Earth to show you -- but that's where it would cross the railroad track at this spot, not along Highland Avenue (indicating).

MR. PETERSON: Okay.

MR. KOGELNIK: So if they have something, you know, cautioned off, cordoned off at the railroad at Highland Avenue I suspect that might only be for transport of products or -- maybe that's the rail line, I don't know.

MS. SLUSARCZYK: They recalled regarding something for the sewer, they were digging, and with -- near the sewer line. But that was like maybe the second day they were on site there.

MS. GODDARD: No, they are still there. And it is a construction company. The trucks are there.

2. Rules and Regulations Governing Water Use and Service

MR. PETERSON: Item number 2, Rules and Regulations Governing Water Use and Service. You guys just want to skip over this one right now? We're still working on this one.

3. Niles Bulk Water Agreement

MR. PETERSON: Okay. Niles Bulk Water Agreement.

ATTY. RIES: So we met -- some of us met with the City of Niles back on January 29 to talk about this dispute, how the rate's being calculated under the contract. I feel very strongly in our position of how the rate's being calculated. It's pretty clear in the agreement. Niles' position was you have to do all these different formulas under our theory; and we said that yeah, none of that is in the agreement. Everything you're telling us we understood, but it's not in the contract. We talked about potentially going back, revising the agreement, possibly doing one agreement for the bulk water to include the LEC agreement. Their law director Phil Zuzolo reached out to me a couple weeks ago. He said in talking to the auditor they may be open to that. I think he understands why it might be a good idea to build that for predictability with our rates and it helps them as well. I think that meeting was productive. They did seem to change their tune in terms of being okay with including the LEC agreement. But he still wants to talk to the mayor, run it past the auditor again before they make any decisions. So I'm waiting on hearing back from him. And if the past is prologue, I will have to follow-up with him again before we hear from him because he's not real quick on being responsive, at least on this issue.

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MR. PETERSON: Awesome. Any questions for Matt on that?

MR. CZECK: No.

MR. PETERSON: Seeing none --

4. Trumbull Energy Center - Warren Water Line

MR. PETERSON: Item 4, Trumbull Energy Center Warren Water Line.

MR. KOGELNIK: Yeah. So we're still attending the progress meetings and keeping everybody apprised of that. Last month we did inform Stantec of some other potential close crossings that they're going to have to be aware of for the Village's water and sewer, especially on Highland and over here in the woods for that LEC 15-inch sanitary sewer connector so they are aware of the potential trouble spots.

MR. PETERSON: Okay. Any questions for Chris on that?

5. Trumbull Energy Center - Sanitary Sewer

MR. PETERSON: Trumbull Energy Center Sanitary Sewer.

MR. KOGELNIK: Okay. So I have this drawing up here real quick. Can you see the green line?

MR. PETERSON: Yep.

MR. KOGELNIK: So I kind of just real quickly drew a path for -- that would be the potential admin building for Trumbull Energy Center, and the Village BPA wants that building or that site to be connected to the east side sanitary sewer. So the Village has a force main right here, and potentially this would be a pressure line and this would be like a grinder pump station that could connect to the existing force main (indicating). So it's a more feasible route for Trumbull Energy Center and it accomplishes what the BPA wants. So I guess the next meeting we have with the new person in charge is going to be important to convey that message.

MR. SULLIVAN: You haven't talked to them about that route?

MR. KOGELNIK: I haven't talked to anybody except for Steve Remillard, the prior project manager, about that route. But I didn't get any feedback from Steve. So that's one route. And that's also in conjunction with what we were talking about at the water booster station site. So conceivably this dashed red line would be like an easement that would be relinquished to the Village for the booster station.

MR. SULLIVAN: Have you looked at the wetland there?

MR. KOGELNIK: Yeah.

MR. PETERSON: Steve sent us a map, I remember that. Steve sent a map of the wetland.

MR. KOGELNIK: So this map -- so what -- I tried to stay out of the wetland of course, and the other area was like right in here that I drew the dashed red line (indicating). So according to how they mapped the wetland, and we would have to just double check that we're staying out of that, Mike.

MR. SULLIVAN: Okay.

MR. KOGELNIK: Trying to make it as simple as possible. If you're standing at the road -- I'm losing my battery which is a problem. If you're standing at the road this does tail off quite a bit. It's -- you got about four feet right off of the edge of the road that you're losing all the way down here. So potentially we would need to build this area up within the space that we're going to be allowed. And you know, there would be some driveway access down in here for Darren and his department to access the site. So we've tried to think about everything when we positioned the new booster station. It's an idea.

MR. PETERSON: Does anybody have any questions?

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MR. CZECK: No.

MR. PETERSON: Okay. Seeing none --

6. Project Funding

MR. PETERSON: Project Funding. I know you said 4:15. Do you want to bring that call in?

MR. KOGELNIK: Yeah.

(A discussion is had off the record.)

(Phyllis Dunlap is appearing via Zoom video).

MR. KOGELNIK: This is Phyllis Dunlap, and she's one of our funding experts. And why I have her here is because of the U.S. E.P.A. grant coordination. And so Phyllis, you're in a room with the BPA and a few people from the Village Council. So we have Solicitor Ries who's here, and mainly he's wanting to know -- you know, he's never done an RFQ for professional services for a project like this. Can you please explain to the audience why this is necessary first of all.

MS. DUNLAP: Okay. So when you're utilizing federal funds, you have to comply with two -- CFR 200, which is the procurement section. And that if you think about sending out a construction contract, you have to have it as open competition. Same thing applies to design services under the federal procurement rules. You can follow the qualification-based selection process that Ohio has in order to fulfill that requirement. So basically, you are preparing -- you can do a legal notice that gives a statement that says that you're soliciting qualifications for engineering services. It gives a description of the project, the qualifications that you're looking for with regard to the services that you want. You want to say where you want the statement of qualifications to go, what the deadline is, and to whom and who they can request questions to. It has to be a documented process, so you want to publish that in the newspaper. Some people do a short legal notice, and then they request that the engineers and architects make the full request. And then that way they can have a list of everybody who contacted them for that solicitation. Or you can just do it as a submittal, and you have the statement of quals that you receive. You need to have a scoring sheet, a way to determine the best qualified firm for the project that you're soliciting for. And then once you have decided on the firm that you wish to work with, then you request a proposal to do for the project itself. And those -- that process is outlined in the American Council of Engineering Companies. On their website they have a document that outlines complying with Ohio qualification-based election process that will give you like an outline for the legal notice, and it gives you a sample for the scoring sheet. You can utilize what fits your community in order to do this process. It doesn't have to be super complicated. Do you have any questions?

MR. KOGELNIK: Yeah. One question, Phyllis. We talked internally that you might know of a couple public announcements that have previously been used, such as I think you said Willoughby and a couple others.

MS. DUNLAP: Yes. City of Willoughby and did one for their U.S. E.P.A. community grant. And also the Village of Chagrin Falls I believe did a solicitation for their U.S. E.P.A. grant.

MR. KOGELNIK: Are those accessible in their respective websites?

MS. DUNLAP: I don't know that for sure. Jack Gorka at the waste water treatment plant is the person who put the qualifications out for City of Willoughby. I'm not sure about Chagrin Falls, but I can find out.

MR. KOGELNIK: Okay. Is there any other questions that the

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Board has?

MR. PETERSON: I can't think of anything. Do you have anything?

MR. KOGELNIK: So this project that the \$4.2 million was granted for or earmarked for was obviously the future water line, and also a part of it was for the water booster station. And so the water booster station has a real quick turnaround time. The Village needs to spend their money that they received from the County Commissioners, which was ARPA money, by November of this year. At this point in time that's in jeopardy. And the thought process was that the project, because its construction costs \$450,000, thereabouts; and so we were thinking one-half of that would come from the ARPA funds and then the other half would come from the U.S. E.P.A. grant. And the ARPA funds would easily cover the 20 percent match on that portion of the project. So in essence, the Village wouldn't have to pay for the construction of the booster pump station. That was the thought process.

MS. DUNLAP: Okay.

MR. KOGELNIK: And so that's -- that is the real hurry up. The future water line yes, we need it; but not as quickly as we need the funding to be in place for the booster pump station. So go ahead.

MS. DUNLAP: RFQ qual process need not take more than a month if you think about it. It depends on what the local process is, if they normally advertise twice, seven days apart. And then they have their scoring sheets ready, able to review these qualifications and then meet with the firm that they are selecting and get a proposal going for that project. Then doing the U.S. E.P.A. application itself is a series of federal forms that need to be completed and then there's a work plan. The work plan is the bigger thing. That's where you're deciding what you're going to spend the U.S. E.P.A. money on, identifying the schedule for that, what the project entails. They want to know where the \$4.2 million and the cost share is going. Not necessarily -- doesn't have to be the whole project, but what that \$4.2 million plus the cost share is going to pay for. And there is an environmental review process. But if you are also using Ohio E.P.A. funding for part of that project, Ohio E.P.A. will also be doing an environmental review which they can adopt. So, if those two things are working together --

MR. KOGELNIK: Would we have to at all access Ohio E.P.A. funding to access the federal U.S. E.P.A. funding?

MS. DUNLAP: No. The cost share can come from the Village, it can come from O.E.P.A., it just can't be -- you can't match federal with federal to a certain extent. Yes.

MR. KOGELNIK: So just to be crystal clear, are the ARPA funds federal?

MS. DUNLAP: The ARPA funds are federal, but I have to check and see if they're allowable. They may or may not be eligible for the 20 percent.

MR. KOGELNIK: Yeah, we desperately need to find that out.

MS. DUNLAP: Are they coming through the County?

MS. SLUSARCZYK: It came from the County.

MR. PETERSON: The County.

MS. DUNLAP: It came from the County. I'll check on that.

MS. SLUSARCZYK: Now I have a question. Since that project is ready or to be performed this year, if we don't do RFQs first before awarding that project even on the booster pump station relocation, that has to happen to even --

MR. KOGELNIK: Yeah.

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MS. SLUSARCZYK: -- for that money to qualify towards that \$4.2 million.

MR. KOGELNIK: At least why we're trying to hurry up and she's on the big screen right now. This has to happen right now.

MS. DUNLAP: If you're going to use the funds in any way, you need to procure for design.

MR. KOGELNIK: Actually, the Village has already paid for the design of the booster station. You know, there are some additional costs that the Village is going to have to pay for because they're in the process of basically acquiring a new site, and so some of the design will have to be -- some additional design will have to be paid for by the Village. But even so, can we get some of that paid for at least by way of the ARPA funds?

MS. DUNLAP: That depends on the grant agreement that you have for the ARPA funds, whether it includes the design or not.

MR. KOGELNIK: We'll have to check that.

MS. DUNLAP: Some are construction only when they come through counties.

MR. KOGELNIK: And there would be construction phase services like observation and inspection and administration that would be --

MS. DUNLAP: And that should be included in the RFQ for this project as well.

MR. KOGELNIK: Right, exactly. Okay. So is there any other questions the Village might have?

MS. SLUSARCZYK: I still have one question. The 4.2 -- except the \$4.2 million, we have approximately \$800,000 that the Village has to contribute towards that, which we're saying maybe this ARPA money could be part of that \$800,000.

MR. KOGELNIK: Yeah.

MS. SLUSARCZYK: If permissible. But if we don't have the time for the RFQs to go out and we do proceed with that booster pump station relocation project, would it still be considered towards that \$800,000, or does that still -- is that our share that has to fall within the same standards?

MS. DUNLAP: So, I had another community ask the same question. And although we originally thought that we could request the funding after the fact so long as the bid was procured properly and all of the requirements were in that bid, they later came back and said that they reimburse invoices 80/20 as they come in. So, they haven't fully agreed to that yet. So, I don't want to say yes or no. They have had -- they have made some indication that if you went forward and met all of the parameters that it was within the funding period it may qualify, but that's at risk because you have environmental review issues, et cetera.

MR. KOGELNIK: Okay. Matt.

ATTY. RIES: So, Phyllis, this is Matt Ries, the Solicitor. Let me ask you this. Typically, the engineer prepares these RFQs in our experience, or somebody at the municipal level. Normally the Solicitor does not. And this was kind of, I guess, put in my lap; Matt, can you do this. And I've been very blunt with people, I've never prepared one of those before. This is not something that an attorney typically prepares. And you know, I don't want people to think, don't worry, the Solicitor's taking care of it, he knows what he's doing. This is not something I've done before, I'm not familiar with this. I'm certainly happy to work with the Village on anything they need. But for me to spearhead this, I'm not so sure. What do you typically see in terms of who takes over this when there's a conflict like this and the engineer can't do it?

MS. DUNLAP: So, for this particular funding and for most

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federal funding, if you prepare or are involved in preparing the request for qualifications basically, you're seen as having an unfair advantage. And so you cannot -- it would be the same thing as if when you send out a project for construction for a construction bid, if you have the contractor prepare that bid and he already knows all the ins and outs, he can't bid on that project.

ATTY. RIES: Right.

MS. DUNLAP: Do you see what I'm saying? Same idea. So --

MR. KOGELNIK: So Matt, we were hoping to share with you some already completed public announcements such as through Willoughby as an example. That's the closest we can probably come to helping the Village.

ATTY. RIES: Okay.

MS. DUNLAP: So let me just -- can I share my screen for a second?

MR. KOGELNIK: Yeah.

MS. DUNLAP: Let me see if I can make this work.

ATTY. RIES: There aren't like third-party companies that you can hire to prepare these things so that there's no conflict, that don't have an interest in the project.

MS. DUNLAP: Will you -- are you looking at the public announcement?

MR. KOGELNIK: Did you hear the question, Phyllis?

MS. DUNLAP: What?

MR. KOGELNIK: Did you hear the question from Solicitor Ries?

MS. DUNLAP: I'm sorry, I did not.

MR. KOGELNIK: Are there any third-party entities that the Village can hire, employ or whatever, to write these?

MS. DUNLAP: I'm not aware of any. That doesn't mean there aren't.

MS. SLUSARCZYK: Wouldn't the bulk of the document be in the scoring of the candidates, not really the request for the qualifications?

MS. DUNLAP: I'm sorry, say that again.

MS. SLUSARCZYK: I said wouldn't the priority be on the scoring of the candidates, not really putting that RFQ in the paper?

MS. DUNLAP: Okay. So what I have on that I'm showing you is this sample, or what is it called -- it's called Complying with Ohio Qualifications-Based Selection Law for Professional Engineers and Architects. And it's a guide for public authorities to prepare an RFQ, okay. And I know I'm going fast, hang on a second. So, it does provide -- it provides all the information and then it gives you a sample announcement, in other words a legal notice, okay; and it kind of gives you name of project, location, description of that project, source of funding, project schedule that you're looking for, special requirements that you may want. So, it gives you an outline. And then it also gives you a sample evaluation form for qualifications, and you can modify that however works for your community. But it does give you the basics of what you should be looking for, the number of years in business, background, proximity, things that you could consider as part of your scoring. And then you can modify this to meet your needs.

MR. KOGELNIK: Okay.

MS. DUNLAP: Does that help? I also have -- they also have a more in-depth one, it's called the Ohio QPS manual. It may give you more information than you need, but I think that document would be helpful for you. I can also see if I can get you a copy of the one that Willoughby did if that would be helpful.

MR. KOGELNIK: Yes, please.

ATTY. RIES: And maybe this is a stupid question; but once the engineering firm is awarded or once they are selected, if there are any future

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RFQs or anything like that would we then prepare going forward like for the contractor or are we just doing one RFQ for everything?

MS. DUNLAP: You're doing an RFQ for design services. You can -- when you're doing the bidding services, that's a separate process. That's the normal bidding that you do whenever you go out for an infrastructure project where you're advertising it and then you're opening bids at the same time in a location at the Village.

MR. KOGELNIK: Okay. One second, Phyllis. One second.

MS. DUNLAP: I'm sorry.

MR. KOGELNIK: So, what we're talking about purely is the professional services, okay. And whoever is awarded the project, whatever engineering firm that is would set up the project, you know, as typical for U.S. E.P.A. funding. Now Phyllis, I think you said a typical process, but this one would have federal requirements. And so, I don't know if --

MS. DUNLAP: Yes.

MR. KOGELNIK: -- minority and women in business, MBE/WBE/DBE. But there would be more stringent requirements on this project because it has federal funding.

MS. DUNLAP: Yes. AIS will apply; Davis Bacon will apply.

ATTY. RIES: For the design services or for --

MR. KOGELNIK: No, construction.

MS. DUNLAP: For the construction.

ATTY. RIES: But the professional design services firm can handle that once they are selected?

MR. PETERSON: You guys would do -- or whoever was awarded, I'm sorry --

MR. KOGELNIK: That's right.

MR. PETERSON: -- would do RFQs going forward.

MR. KOGELNIK: We would stipulate the construction contract requirements for BABA, AIS, all that. That is a typical process. It's just that this particular project demands those kinds of elements, whereas some local and state funding doesn't.

MR. PETERSON: So just walking through the process, we need to do an RFQ for design engineering, that goes out, that's done; and then another RFQ must go out, whoever within the design engineering would send out for the contractor.

MR. KOGELNIK: Another RFQ does not need to go out. I think what you're inferring, Chris, is the public notice for construction bids like Warren just went through, like we just went through on our --

MR. PETERSON: I'm with you now.

MR. KOGELNIK: So just one RFQ. And the RFQ, as Phyllis is narrating here, would be tailored for your project. Your project involves the future water line and the water booster station. Okay.

MR. PETERSON: Okay. That makes sense.

ATTY. RIES: Okay.

MR. KOGELNIK: Any other questions?

ATTY. RIES: Who typically handles this at the municipal level if the engineer is conflicted out?

MS. DUNLAP: I've seen it handled by the community development office, I've seen it handled by the economic development office, I've seen it handled by the city manager's office. It just depends on the size of the community.

ATTY. RIES: Okay.

MR. KOGELNIK: Thank you, Phyllis. I appreciate that.

MS. DUNLAP: Okay. Please let me know if I can help with anything else.

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MR. KOGELNIK: I will follow-up with you. Thank you. Have a good night.

(The video presentation ends at this time.)

ATTY. RIES: I mean, if you guys are comfortable with me, I would like to get a committee that I can work with on this. Again, this is something I'm getting out a little over my skis on this. I'm not the type of person that says I've never done it so I won't do it.

MR. PETERSON: I don't mind helping you.

MR. KOGELNIK: Matt, you said it correctly. Most communities will create a committee, called a selection committee. And that committee will prepare the RFQ and they'll also evaluate the proposals that they get and do the selection. So it shouldn't just be the BPA. This should be -- you know, the Utility Committee is definitely going to need to be involved in this because it goes outside the Village. Somebody on the BPA needs to be involved in it. So those are just examples. You guys need to figure that out.

MR. PETERSON: So, who would decide?

MR. KOGELNIK: You have to do it like yesterday.

ATTY. RIES: I mean, I guess the BPA would decide the committee I would think, in conjunction with Council though because again, it goes outside the jurisdiction. So, it would be recommendations.

MR. PETERSON: Okay. So why don't I do that. You guys tell me if you're okay with this. I'm willing to help, I have a little bit of experience, not -- I'm not a professional at it -- head of Utilities and head of Council. Is that enough people?

ATTY. RIES: Do you want the Mayor involved?

MR. PETERSON: The Mayor too probably. Head of Council, head of the Utilities, Mayor, and I'll do it unless one of you wants to do it.

MR. SULLIVAN: No, you.

MR. PETERSON: Does that work? And then we'll just send that recommendation to Council and have Council confirm that you guys are okay to do that, send to Council. Does that sound like a plan? Because I know we need to get moving on this and I don't want to keep --

MR. BOND: What kind of time frame are you talking, Chris, to have this done in?

MR. PETERSON: Yesterday.

MR. BOND: I realize that. But you've got to have a drop dead date.

MS. SLUSARCZYK: We have to submit our bills for ARPA money to Trumbull County by November 1.

MR. BOND: The money has to already be spent?

MR. KOGELNIK: Yes. And we don't have a piece of property to put that booster station on yet.

ATTY. RIES: And are we doing that by easement or purchase?

MR. KOGELNIK: As I stated before, probably the quickest way to do that would be by easement. Now we talked about this, I think Mike brought it up at the last meeting. You know, the energy plant offers a piece of property. That's possible. But if you do that you're going to have to subdivide, and that's going to take some time.

MR. PETERSON: That would be a process.

MR. KOGELNIK: And it's going to take more money. So you know, I'm just trying to coach you a little bit there that that should be probably an easement.

MR. PETERSON: Easement would be much faster, yeah.

ATTY. RIES: And a lot of this was just working on, I'll call it good faith, with Steve Remillard because we were cooperating with him,

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he was cooperating to some extent with us, and he said yeah I'll let you guys use that property. Now that only came from him, it did not come from anybody else at TEC. And we have a change, and with change a different personality involved.

MR. KOGELNIK: We shouldn't be dependent on what we're seeing on the screen. It's just like I said, it's just an idea.

MR. PETERSON: Okay. Are you guys okay with that?

MR. CZECK: Do they have a site manager there yet?

MR. PETERSON: No. Steve Remillard did call me yesterday because I had a call in to him last week when me and Chris talked and we didn't know, we know now. He did call me yesterday, explained that he was no longer there, said there is somebody else, he was going to send me the contact information. I have not received it yet. But I did talk to Ted Harvey, Darren had his card, and he said he was working on it from his end too. So, I don't know what Ted Harvey is. Is he the --

MR. KOGELNIK: He's like a facilities type of guy for the construction of that facility right now. So he's probably the closest one that I would think of because he's been involved in most all the conversations we have had thus far.

MR. PETERSON: Yeah. He said he was aware of it. And as far as he understood everything was still good to go, he just needed to talk to senior leadership. He didn't want to say you're good to go and there would be a hiccup. I'll try to call him tomorrow, and I'll just keep calling him daily until I get an answer from him. And if Steve sends me that contact information, I was going to share it with Chris and Matt, and I'll call him and ask him and try to work it from that end.

MR. KOGELNIK: One suggestion you might want to do as a committee is if Phyllis does find a relevant example, call the community that she's getting the example from and ask what process they went through and that sort of thing.

MR. PETERSON: Okay.

MR. KOGELNIK: That might help address some of your questions.

MR. PETERSON: So, I guess can I have a motion to recommend to Council that Matt, myself, president of Council, head of Utilities and the Mayor be the committee?

MR. SULLIVAN: So moved.

MR. CZECK: Second.

MR. PETERSON: All in favor?

(All respond aye.)

MR. PETERSON: All opposed?

(No response.)

MR. PETERSON: Motion passed.

MR. SULLIVAN: So do you think you would be able to get a meeting like within a week or --

MR. PETERSON: I don't know because Council doesn't have a meeting until next week.

ATTY. RIES: So, sort of answering your question here, I spoke to TEC's attorney on Thursday. That's when he informed me that Steve was leaving. And he had just recently found out, didn't know who Steve's replacement was going to be. He was supposed to meet with people on Friday. Once he figures out who's on first on his end we need to have a meeting with the TEC representatives, their attorneys and the Village people to talk. And this booster station will be, you know, obviously one of the main talking points. So the attorneys have been pretty easy to work with, so I'm hoping that we can have a meeting where we can make sure that we're still on the same page with this booster station, which I think should be the first meeting

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before we have our own meeting to dedicate to this because if all of a sudden they've done a 180 on us, that changes everything.

MR. PETERSON: That changes everything, yeah. Okay. Seeing nothing else on that --

7. Proposed Hallock Young Road Water Line Improvements

MR. PETERSON: Proposed Hallock Young Road Water Line Improvement. We'll just skip over that one I would say.

MR. KOGELNIK: Correct.

8. Salt Springs Road Booster Station Relocation

MR. PETERSON: Salt Springs Road Booster Station Relocation. We can't beat that dead horse.

9. Imperial Sewer Agreement

MR. PETERSON: Imperial Sewer Agreement. Do you have any updates?

ATTY. RIES: We met. We talked about what changes we wanted to make to the settlement agreement. I sent it to Imperial's attorney on January 2. She wanted a Word version with the red line changes, and made those changes and I have not heard back from her. So --

10. Utility Department Building

MR. PETERSON: Okay. Utility Department Building. I guess I'll take this one. A couple -- I think it was like two weeks ago when a couple members of Council and myself met up at the rec building on State Route 45 to look it over, and Darren was also there with us. Looked everything over, Darren said that would work for him if we needed to move forward. I went and attended the Parks, Building and Grounds meeting to kind of confirm that and because I kind of left it a little wide open. They confirmed that was fine. So, are you guys fine with it? Because any changes inside the building I believe we would be financially responsible for. So you believe we have -- the biggest thing is we have to run internet and phone in there because that building does not have either. Darren did not have prices together yet. He reached out to Joel, and that was one of the things he told me when I talked to him in the parking lot. He talked to Joel but no firm prices or anything have been sent yet. But obviously we have to move forward with something.

MR. SULLIVAN: So if then we're going to leave the soccer, the baseball and --

MR. PETERSON: From what I understood, the only one they'd still -- that still uses that building is soccer. And from what I understood from the Mayor, they will have access to that building. So, they'll just move anything they have to do to here. They don't use that building when there are games going on or anything from what I understood. And the quilters, correct?

MS. SLUSARCZYK: The quilters were removed from the building, and we just had a Girl Scout or Boy Scouts pack leader come in to get the key to use the building. The building was used. Not 24/7. But when it comes to our rec and our Boy Scouts and Girl Scouts and that kind of stuff, they use the rec building.

MR. PETERSON: So, from what I understood, anybody that used that building would have the opportunity to use the administration building. That doesn't fall under us so I can't -- I don't want to misspeak for Council or the Mayor, but that's what I understood.

MR. SULLIVAN: And I know it's not an existing right now, but

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it has been from the inception to just a couple years ago, with the fun days for the kids. I'd sure hate to see us just writing that off.

MR. PETERSON: At this time there are no fun days for the kids.

MR. SULLIVAN: Well, I know there isn't right now.

MR. PETERSON: There's no rec program going on. I think that's why they suggested it. It's -- the building wasn't used very often. And it's scheduled to put a new roof on because it needed one anyway.

MS. SLUSARCZYK: Would they move before the new roof was installed?

MR. PETERSON: I don't have an answer. I assume not because the Internet and phone wouldn't be in there that quickly. I don't know how quickly that happens.

MS. SLUSARCZYK: And that building is in better shape than the current location?

MR. PETERSON: I would say so. I mean, when I was in it it seemed like it was. It's a simple building. I think it's a newer furnace and water heater.

MR. CZECK: Did that go out for a bid for the roof, or is that something that must be brought up?

MR. BOND: That's something I haven't heard anything further on so far.

MR. CZECK: I don't think we have a lot of choice at this time. Either we decide to build something later and take care of the immediate need, so --

MR. PETERSON: So, are you guys okay with it?

MR. CZECK: I'll make --

MR. SULLIVAN: Not really, but okay.

MR. CZECK: Do you want a motion? I make a motion that we utilize the current rec building.

MR. SULLIVAN: For --

MR. CZECK: For the Water Department.

MR. SULLIVAN: --employees of the --

MR. CZECK: Employees, yes.

MR. PETERSON: I guess I'll second it. All in favor?

(All respond aye.)

MR. PETERSON: Opposed?

(No response.)

MR. PETERSON: Motion passed. Okay.

11. I&I

MR. PETERSON: I&I, Chris. You don't have --

MR. KOGELNIK: Darren and I did talk about it, and we got some prices for elevating those pump pits on the grinder pumps. And it seemed pretty affordable. So he was getting that from the rep. I think Ferguson -- Ferguson handles Zoeller pumps, and that's the manufacturer. So it would just basically be however high you wanted to elevate it. I think they can come in 6-, 12- and 18-inch increments. And they come with a rubber like gasket that goes in between where the new extension goes on top of the existing. So that would be good.

MR. SULLIVAN: Yeah, I think so.

MR. KOGELNIK: So, Darren was working with Ferguson.

PUBLIC COMMENTS:

MR. PETERSON: Okay. Additional Public Comments. Anybody have any public comments? Okay. Seeing none --

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REPORTS:

1. Solicitor's Report

MR. PETERSON: Solicitor's Report.

ATTY RIES: No report.

2. Engineer's Report

MR. PETERSON: Engineer's Report.

MR. KOGELNIK: None.

3. Utility Committee Report

MR. PETERSON: Utility Committee Report. Three days on the job and you got anything?

MR. BOWEN: No.

4. Clerk's Report

MR. PETERSON: Clerk's Report.

MS. SLUSARCZYK: It's really not my report but there's a concern. We have a resident on Pritchard Ohltown Road who's at the top of the hill, and this is going west off of Ellsworth Bailey Road. So you have the water tower, the booster pump station to the water tower; and when it goes up to Pritchard Ohltown Road he's at the peak of the hill there. He has low water pressure. And if they increase the pressure or the flow out of the tower -- this is my understanding -- that the person at the bottom of the hill is going to have way too much pressure and then to give him more pressure. So, I believe they got it like as balanced as they could get it. So, the customer wanted to put in a booster pump in his home.

MR. KOGELNIK: A bladder.

MS. SLUSARCZYK: I know historically we were told they are not allowed to do that. I don't know what Darren brought up; but Darren went over to the home, they did work at it. He meant to bring it up before. I don't know if he talked to the Board about it at all or I don't know if they're good, bad, I don't know anything about it. But I wanted you to hear about it so we could follow through with it for the resident or if you had any thoughts on it. But that he came in, he came in in January, he has made several calls about, you know, low pressure before -- basically there's a fire hydrant at the end of his driveway so the pressure is the pressure. But something for the Board to consider. I don't know if there's other options than what the customer said.

MR. KOGELNIK: Is there a reading on that hydrant?

MS. SLUSARCZYK: They did.

MR. KOGELNIK: Do you know what it was?

MS. SLUSARCZYK: I want to say maybe 40 or something like that.

MR. KOGELNIK: Okay. Well, then that's workable. It's not really desirable when you're getting 60 pounds, but I'll talk to Darren about it.

MR. PETERSON: Darren had asked me --

MS. SLUSARCZYK: This is truthfully something I think Darren intended. But in light of the situation today, I don't want the resident to think that we're not coming to you on it.

MR. PETERSON: Yeah, he had called and asked me because he said he really didn't have any experience with it, and I told him to kind of go look to see what the requirements were and everything. But I didn't know what it was or anything, he just said he had a customer that had a booster pump or was looking to put one in.

MR. KOGELNIK: Do you know -- like Stanley was just saying, do you know what size service line he does have there? Is it three-quarter

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or is it --

MR. CZECK: Is it half inch?

MS. SLUSARCZYK: I don't recall. He did mention --

MR. KOGELNIK: Does he sit far back?

MS. SLUSARCZYK: He does -- I think he sits about 200 foot off the road. We did ask those questions. But the pressure from -- like I even said, what size line do you have going back; but the pressure was before the meter. There was a spigot or something that they were able to test before the meter inside the home. So at the hydrant and at this site inside the home I believe the pressures were similar. Very, very similar.

MR. KOGELNIK: I'll reach out to Darren tomorrow.

MR. PETERSON: Okay. Anything else?

MS. SLUSARCZYK: So that's not my report, but that's FYI from Darren.

MR. PETERSON: He didn't mention that one. I know he's on the run.

MS. SLUSARCZYK: I'm sure he would have brought it up. The other thing I have, it's not of high importance. But with the Police Department having removed the prescription disposal container, there's no place in the Village; and then they said well go to the county site, blah-blah-blah-blah, CVS you can dispose them there. You go to CVS, they go we don't do that. So we have the customers come back and saying where do we get rid of our pills, I'm just going to flush them. We at the Water Department don't want you to flush these pills. So talking to our new foreman Dave, he said that where he had worked previously -- I don't know exactly which job -- but there's a packet you can get like they can put the pills into a container, put it in this packet and basically add some water and it solidifies and makes it a hard thing.

MR. BOWEN: North Jackson Police Department also has one. I take all mine there.

MS. SLUSARCZYK: North Jackson Police Department has one?

MR. BOWEN: Yeah.

MS. SLUSARCZYK: I was looking by county. So, but the -- it's a little packet that you can get. They're not that expensive. I looked it up, but it was before Christmas. And I thought if you're on board with it I would like to purchase them, get some here for the people that are asking for them, not just lay them out. It's up to you. You can think about it, get back to me, I don't care. I was just trying to have some sort of resource so the person that asked here --

MR. SULLIVAN: How much are they ballpark?

MS. SLUSARCZYK: Honestly Mike, I want to say -- I don't know if it was 1,000, it was less than \$300, or if it was 100 and like it was -- they aren't a dollar, I know that. They're very cheap. And I will look it up again, I will send it to you again. But again, that's just one of the solutions. I mean, if the Police Department didn't want to host the container -- I don't really think it's the best thing to have in the admin building because we don't know what is being put in the container. But it's something that the Board needs to consider, you know, or find -- like I said, I looked, and I tried to find it. I went myself to CVS picking up my own prescription; and they go no, we don't do that here, even though the county site says they do it at that location.

MR. CZECK: Find out what the cost is. If it's minimal, we can --

MR. SULLIVAN: Yeah.

MS. SLUSARCZYK: I know it's under my allowable spends. I just didn't know if it was something that you wanted to start.

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MR. PETERSON: Yeah.

MS. SLUSARCZYK: That's it. That's all I have.

MR. PETERSON: Any questions for Cindy? Seeing none --

5. Superintendent's Report

MR. PETERSON: Superintendent's Report. I did talk to Darren out in the parking lot in between him going back and forth to the break. He had two things on here -- actually three, I'm sorry. The first one was he's attending that backhoe class you talked to us about at the last meeting. Stanley, you weren't here. He mentioned that Mike was interested in going also. Do you have a problem with that?

MR. SULLIVAN: No.

MR. CZECK: No.

MR. PETERSON: I abstain usually because it's an OTCO class. So, I'll let Darren know that. And he didn't want to get it authorized or anything, but he just wanted to mention about summer help, just to get the ball rolling. He said usually we set aside ten grand for that and just whenever the money runs out. Whether he has one person or three people, whatever, he just has a budget of ten grand. Are you guys okay with that?

MR. SULLIVAN: Yeah.

MR. CZECK: Yes.

MR. PETERSON: And third thing he mentioned was the phone and Internet for the building. I guess Joel has contacted the Fire Chief because he did everything before, and they were going to try and work it out and get a cost for this building. So, does anybody have any questions for Darren I can take back to him?

MS. SLUSARCZYK: No. I want to say the summer help though has to be done by resolution. So, I can prepare that resolution and bring it to the Board for the next meeting.

MR. PETERSON: I think we're good.

MEMBER COMMENTS:

MR. PETERSON: Okay. Member Comments.

MR. SULLIVAN: Yeah. You said last meeting that you would like to do two meetings a month until we get past some of the TEC and --

MR. PETERSON: Yeah.

MR. SULLIVAN: Which I don't have a problem with. But I think rather than making the extra one a special meeting, I think we ought to make it a regular meeting so if we want to amend the agenda or if we want to go into the back room or whatever we can do those things.

MR. PETERSON: How do we do that?

MS. SLUSARCZYK: I think you would have to amend your rules.

ATTY. RIES: Yeah, just amend your rules and amend the scheduling. If -- and I wasn't at the last meeting. My understanding was this is just going to be through June, or is that something you guys are going to be doing --

MR. PETERSON: For the foreseeable future at least.

ATTY. RIES: Okay. Well, we could amend the rules then if you guys -- if this is something you want to do like on a more permanent basis.

MR. PETERSON: Stanley, are you okay with that?

MR. CZECK: Once you get past this busy part --

MR. PETERSON: I guess we can amend the rules back.

MR. CZECK: Or you can leave it in the rules that there is a possibility that this can be enacted as needed.

MR. SULLIVAN: If it's going to be a regular meeting, we ought to have it as a regular meeting.

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ATTY. RIES: We can amend the rules to say up to two regular meetings a month.

MR. CZECK: That way you won't have to send out a cancellation notice then.

MR. PETERSON: Are you okay with that?

ATTY. RIES: Yeah.

MR. PETERSON: Okay. Any other member comments. Seeing none

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QUARTERLY APPROVAL OF BILLING ADJUSTMENTS:

January, April, July, and October

MR. PETERSON: No quarterly billing adjustment this one.

ADJOURNMENT:

MR. PETERSON: Motion to adjourn?

MR. SULLIVAN: So moved.

MR. CZECK: Second.

MR. PETERSON: All in favor?

(All respond aye.)

MR. PETERSON: Opposed?

(No response.)

MR. PETERSON: Thank you everyone.

(The meeting adjourns at 5:05 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 9th day of March, 2025.

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

Submitted:

Approved By:

Cinthia Slusarczyk, Clerk

Chris Peterson, President