

January 13, 2020

## MINUTES OF BOARD OF PUBLIC AFFAIRS MEETING

Mayor Tom Poulson swore in newly appointed BPA members Lynn Moomaw and Ryan Imhoff.

Members Present: Kyle Krownapple, Ryan Imhoff, and Lynn Moomaw

Others Present: Becky Dannemiller, Mayor Tom Poulson, Mike Turner, Adam Baker, Tom Abraham, Chris Rybak and Bob McNutt of C.T. Consultants, Ryan Marthey (BPA Consultant), and Council members as follows: Roll call for Council members in attendance: Tricia Fetzer, John Heitger, Scott Thorn, Robert Kerr, and Larry Allen.

This meeting is a combined meeting with the Board of Public Affairs and Village Council for the purpose of *I and I* discussion at the WWTP.

Board President Kyle Krownapple brought the meeting to order at 6:00pm. The December 9<sup>th</sup> meeting minutes were read for approval. Ryan made the motion to accept the minutes as written, Kyle seconded, all approved.

The Board had requested Ryan Marthey review the Water Tower Plans. Ryan presented his findings and suggestions to the Board, including utilizing the easement on the property and tower location off of the road; notations about ODOT specifications and highway closure during the project; the depth of water mains; and some minor notations for the plans. Bob McNutt, of C.T. Consultants took notes and inquiries about the suggestions and stated he would work on those and get back with the Village. Bob stated they would have completed plans in a few weeks, ready to be submitted to Ohio EPA for permit to install, bid advertisement in March, and bid opening in April. This completed the water tower project discussion.

Chris Rybak, from C.T. Consultants spoke about the two locations (Northeast St creek and park drain) noted during the recent televising of sewer lines by Lake County Sewer. Chris acknowledged the steps the village had taken concerning *Point of Sale* legislation, but that is a long drawn out process over time. They believe a better way to deal with the *I and I* quickly is by inventorying our sewer system and targeting the areas of concern. A proposal was submitted for this Asset Inventory. They stated this inventory would help prioritize the area of concerns. They suggested the village educate the public about this issue and the toll the infiltration takes on the WWTP. A plan needs to be developed to look at and work on private property. A suggestion was made for increasing rates setting aside these funds to develop a program to offer grants to homeowners to look for and solve their *I and I* on their own. Bob stated Lake County is working on a proposal/quote to come in and clean/televise and remove roots in the two lines which are of concern right now.

At this time, 7pm, Rob Kerr and Scott Thorn left the meeting.

Tom Abraham asked Chris and Bob if we could, on our own during a rain event, cover grates and pull manholes to quickly see the flow as it is happening. Chris suggested a flow meter instead of popping covers and manholes during the rain. Bob thought this would work and Mayor Poulson agreed.

Council person Tricia Fetzner inquired if involving the public on our website and social media should be utilized. Bob stated absolutely. Ryan Marthey reminded the board of an informational pamphlet he created during his tenure on the board. Becky was able to find this pamphlet.

No decision was made on the proposal submitted for a Sewer System Asset Inventory program.

As the *I and I* discussion was complete council adjourned at 7:30. Ryan Marthey and Adam Baker also left at this time.

The board continued their meeting to discuss other items.

Kyle spoke to Mike about reading the meter at Beaver Meats monthly now that the new meter has been installed. Becky stated she had received a call from Beavers today inquiring about the next steps. Becky told her we would wait and check the reading in March to compare a full quarter to the previous full quarter that had the high usage. At that time the board would review the usage and consider issuing a credit or not.

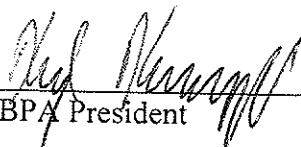
The Mayor reminded the board we have our *Source Water Protection Plan*, done by Cox-Colvin, which needs to be reviewed and completed. This plan will go into our *AMP (Asset Management Plan)* when completed.

The Mayor also stated he and Mike would work on answering the questions emailed today 1/13 by Bob McNutt on the tower project. The questions had to do with locks, paint type, logos, etc. The Mayor stated he would pass along the decisions to the board for review and agreement and would then return them to Bob.

The next meeting will be Monday, February 3rd at 7am. This is a different day/time due to Becky being out of the office on the 10<sup>th</sup>.

Lynn made a motion to adjourn at 7:50 pm, Ryan seconded, all approved.

  
BPA Clerk

  
BPA President

ATTENDANCE SHEET

BPA mtg. Jan 13, 2020 @ 6pm

Adam Baker

LARRY ALLEN

Tricia Fetzer

John Heitger

Scott Thor

TOM ABRAHAM, Agri-Sludge, Inc.

Mike Turner

CHRIS RYBAK

BOB McNUTT

Ryan Martney - BPA consultant

Al W. Palmer

Kerr