

November 7, 2022

**South Amherst Board of Public Affairs
Storm & Water Minutes**

Roll Call:

Board Members Present: Zoltan Zoltai, Tom Pellittieri, Mark Leshinski,

Operator of Record: Dennis Hevener

Clerk: Alexandra Sabine

Liaison and Council Representative: Jeri Leigh Siss

Visitors:

Mayor Leshinski, Don Romancak, Matt Arnold, Anonymous

Agenda Amendments: Mark Leshinski requested to add 5807 Russia to storm new business. Zoltan Zoltai requested to add the Village Christmas Function to the existing agenda item of December Meeting Change, to add Operator Vacation to water old business, to add Maroy Update to storm new business, & to add Neptune update to water new business.

Approve Agenda: Tom Pellittieri moved to approve the agenda as written. Mark Leshinski seconded. The motion passed unanimously.

Previous Minutes:

10/17/2022: Zoltan Zoltai moved to approve the minutes from October 17, 2022, as written. Mark Leshinski seconded. The motion passed unanimously.

Storm

Operator's Report: Dennis Hevener reported that the tap at 323 North Lake was inspected, and he took photos of the tap. He stated that he checked the pipes on Annis Road, which had critter gates on them already to keep debris off, so he didn't install anything new as they seem to be functioning. He also advised that the Maroy Drive partial storm sewer replacement is in progress.

Clerk's Report: Alexandra Sabine reported that she has recently revised all storm & water permits. She also advised that the Village has decided to utilize a system called HeyGov, which the water department will use as well. As of right now it will mostly be used for residents to complete permits online, although there may be further uses for the water department developed in the future. The clerk inquired with the village clerk & fiscal officer if there is a cost involved to utilize this system, to which she was advised that as of right now there is no cost, however starting in 2024 it will be added into the SABPA Budget. Zoltan Zoltai inquired on the approximate cost which the clerk did not have available.

Completed Tap- In's: None

Pending Tap-in's: None

The board reviewed the financial reports (Exhibit A). Mark Leshinski moved to accept the financial reports as written. Tom Pellittieri seconded. The motion passed unanimously.

Old Business:

Matt Arnold (GIS System & Catch Basins): Zoltan Zoltai began the conversation by stating that the board was looking for the status of the GIS Mapping and asking what type of information they can obtain from the County. Matt Arnold advised that there is a shortcut to their system on the clerk's computer, which anyone from the village can log into the system and scroll around. It is similar to google earth in looks. He advised that they had completed the mapping and it should all be available within the next week or so. He stated that it shows catch basins, fittings, pipe sizes, and direction of flow. A few locations they were unable to determine where the pipe went, but these are few and far between. Discussion ensued regarding these instances.

He stated that they included the pipe sizes and directions, and advised that North is always north, so when he is inspecting the catch basin he always faces north, and the information is consistent. Zoltan Zoltai inquired as to what software we would need for the final digitized version to which Matt Arnold advised that the GIS system is online, and the clerk would have the username and password. The clerk asked if we could export the data or if it is simply online. Matt advised that it is all online as of right now, but you can print and download maps. He is unsure if it can be downloaded as a CSV file. Zoltan Zoltai would like to be able to export it as an index. He inquired if the catch basins have an individual identifier. Matt stated that he believes it does, but he can check. Discussion ensued on the system that the BPA would like to use, other than GPS points. The clerk will look into the online software and report back to the board with any findings.

Matt Arnold advised that if there are any new projects such as the project currently on Maroy Drive, let the county know so they can update the system appropriately. If there were copies of as-builts, etc. it would be valuable to the county as well. The board thanked the county for coming to the meeting and sharing the information.

323 N Lake Tap-in update: The clerk advised that she has worked with the contractor who completed the permitting process and paid the tap in fee. Also, as Dennis Hevener stated, the inspection was completed. The clerk brought to the attention of the board that there have been multiple storm taps recently that were not permitted beforehand. She stated that the only penalty in place currently for not getting a permit is not getting the \$50 refund back from the tap fee. She suggested the implementation of a substantial penalty to deter this in the future. The board decided to add this to the agenda for the next work session.

Grant Writer Update: The clerk advised that the grant writer responded that she would attend the upcoming work session, and she has a few things to discuss with the board.

Water Operator Work List: Mark Leshinski inquired if it would be SABPA or Street department responsible for mowing ditches. Dennis Hevener responded that in the past it has always been the Street Department. Tom Pellittieri asked the liaison to clarify with council. Jeri Leigh Siss stated that she believes the contracts for mowing included major ditches, but she will get clarification from council. The

Board discussed in the future possible collaboration between SABPA & the street department to take care of the ditches when they are no longer contracted out.

(M) Ludwig Ditch: Mark Leshinski inquired if there were any updates from the county and if there was any clarity as to if the village is financially responsible for any portion of the cleaning. Mayor Leshinski stated that he is waiting for the Memorandum of Understanding. He stated they are going through the process of looking for easements, engineering, etc. It will take time; he wouldn't expect it before the first of the year. Jeri Leigh Siss clarified with council that the SABPA have not allocated money for this project at this time and at the time that there is discussion all parties need to be informed and involved. Mark Leshinski stated he feels that this should be a priority since it deals with the drainage on the fern & maple street area.

New Business:

5807 Russia: Mark Leshinski inquired if the SABPA deals with grading permits to which the clerk responded that we do. He stated that there is a parcel that is partly in the township & partly in the village that had some grading work done. He is concerned if they should have gotten a village permit. Discussion ensued. The board decided that if the work was done in the township portion, they would not need to pursue any permits.

Maroy Update: The board discussed the project starting on Thursday, November 10, 2022. It is currently on schedule. They discussed the residents' reactions to the project. Tom Pellittieri informed them that they ran into an issue with the sizing of the pipes with the gas lines. They needed to adjust their sizes, which wouldn't affect the flow. He stated that the system is taking water a lot faster than before. He stated there is a lot of debris in the old pipes. Zoltan Zoltai asked him to take photos if possible.

Water

Operator's Report: Dennis Hevener reported that there was a water break on West Main on Friday. It was a quick fix and has been repaired. He also reported that the Leonard Street valve was looked at by Rural Water because there was a fluctuation of pressure again. They rebuilt the regulator, and everything seems to be running fine as of right now. It is maintaining between 48-50psi.

He discussed the meter calibration for 319 Elm Street. He stated that he believes the City of Amherst can do that for us, or he could test it himself at rural water. He would like a directive from the board. Mark Leshinski moved to have the meter for 319 Elm calibrated by the City of Amherst. Zoltan Zoltai seconded. The motion passed unanimously.

Dennis Hevener advised that he will be having the water truck serviced at Vaughn's while he is on vacation. It will need an oil change and there is currently a check engine light on as well as a small oil leak. They will give a quote to the clerk or the fiscal officer before they complete the work. He stated that we have \$700 left in the vehicle repair fund and approximately \$300 in office supplies that can be utilized if necessary for the repairs.

Lastly, he stated he shut off water at two properties for snowbirds, and he also looked at a water meter for a customer who stated he was having a high bill. The meter looked normal, but Dennis gave him a few tips to see if there were any leaks.

Clerk's Report: Alexandra Sabine reported that there was a delay with the post office delivering water bills. She stated she had the bills to the post office for mailing on October 26, 2022. She noticed that payments were not flooding in on or around the 3rd and 4th of November. Saturday the 5th it seems that some residents started receiving their bills. She stated she sent a WENS notice on November 4, 2022, which let the residents know that there was a delay with the USPS, to expect delayed delivery of their water bills, and that they can inquire on their balance by calling the office. The board inquired if the late fees need waived or the due date pushed back. The clerk stated that she does not feel it is necessary as notices have been sent, however it is the board's decision. She stated that if they took action she would prefer they do not move the due date as it would interrupt the normal monthly rhythm for payments, disconnects, etc. Jeri Leigh Siss suggested posting on the Facebook, which the clerk stated if the board would like to do so, she will send over information for posting. The board decided not to change any due dates or waive late fees at this time; however, they would like to be informed throughout the month and can re-evaluate if necessary.

Alexandra Sabine reported that she and Dennis worked on the information for the Data Command SOP that Zoltan Zoltai requested. She does not have it typed yet but will have it ready for the next meeting. She also advised that she provided the consumption report which Mark Leshinski requested. Discussion ensued regarding the consumption report. The clerk reported that the board should take into consideration water breaks that may occur this winter when comparing the water loss percentage. She also advised the board that the records clerk received a complaint from a resident regarding the county being on her property. When the resident inquired, she was told they were checking something for water or storm sewer. After hearing from the County, it seems that this would have been from the GIS Mapping that Matt Arnold was performing.

She also reported that she has handed off the process of filing the lien for 305 E Main to the fiscal officer. Michelle has been working on finding the correct procedure and filing this lien. Today, she advised that council will need to pass a resolution in order to file the lien. Jeri Leigh Siss advised that a public nuisance lien went through council and a resolution was drafted, so she would assume that it would be the same process for this lien we are discussing.

Lastly, she discussed the meeting recording. Jeri Leigh Siss stated in an email that if she is at the meeting, she would be happy to turn the equipment on. Alexandra Sabine stated that she can do the recordings when Jeri Leigh Siss is not present until she goes on leave.

Adjustments (October 2022): The board reviewed and approved the adjustments from October 2022.

The board reviewed the financial reports (Exhibit B). Tom Pellittieri moved to accept the financial reports as written. Mark Leshinski seconded. The motion passed unanimously.

Old Business:

Meter Calibration: The board discussed this item previously.

(Z) North Lake Replacement Project State of Affairs – Emergency still in place: The board feels that North Lake Street still represents an emergency status. Discussion ensued. They clarified that the integrity of the pipes is compromised from the events of the summer, and they are concerned that in the winter months there will be many breaks which are costly to fix in themselves. The age & decay

state of the pipes constitutes an emergency for this area as well as the supply chain delays. The clerk stated that she does not have a quote for the project. She asked if the project would be over \$50,000 or if the section we decided to do would be under. The board replied that it would be under \$50,000 based on the portion they decided to complete. The clerk noted that if the project is under the threshold of \$50,000, there would be no reason to inquire on a public bid as it is not necessary. Tom Pellittieri stated that the quote should be provided this week. The quote will be for labor only from Digger's, the materials will need to be ordered by SABPA, specifically the operator & Tom Pellittieri.

Jeri Leigh Siss stated that she appreciated the clarification provided in this conversation, she feels much more comfortable answering questions regarding this matter in the future if they come up.

Backup Supply Operator: Dennis Hevener stated that when he is on vacation, there needs to be a backup operator to complete the testing. The clerk clarified that a backup operator for Dennis would be a separate conversation, and it is not in Chris's job description to complete that task. The backup supply operator is a backup for Chris when he is on vacation. Tom Pellittieri stated that he can ask Chris if he can be the backup for Dennis or if he knows anyone that can. The board discussed the need for compensation of this "backup" person for Dennis.

The clerk discussed the backup supply operator with the fiscal officer regarding employment. The fiscal officer stated that if he is hired as an independent contractor, he would not be covered by our insurance in case of any accident with the chlorinator and/or water tower. She would suggest he be hired as a village employee & given a temporary or seasonal status. He would need to go through the usual hiring process including a drug test, and the board would need to discuss compensation with him. The board would like to add this item to a work session in December or January.

(M) Future of Water Department: Mark Leshinski stated that at the previous council meeting, the law director gave three options regarding the future of the water department questions that were proposed to him. Jeri Leigh Siss stated that the law director stated that the issue would not need to be a ballot issue, it could be approved by council majority vote in cooperation with the SABPA. The research that he completed was within his contract so there is no additional cost for this research and answers he has presented. The options he presented are as follows:

- 1.) Village maintains control with Ohio EPA funding (loans and grants). Division for Environmental and Financial Assistance and Ohio Water Development Authority as well as individual paid consultants would have information regarding funding programs. Federal monies, in theory, are available.
- 2.) Regionalization through cooperation with adjoining communities. Caveat is adjoining communities or regional district will want the village to bear its share of issues.
- 3.) Private/Public Partnership- varying degrees of private/public collaboration. Private entity will have profit motive. Company will have an upfront outlay of cash that will be recouped over est. 20+ years. Private company can advance funds for village funding needs beyond waterworks. Should be careful with contract language regarding service and rate hikes.

Jeri Leigh Siss also stated that she ran into Commissioner Lundy, had a short discussion, & has not heard anything from him nor Don Romancak since. Zoltan Zoltai asked if there is a legitimate sentiment underway right now to privatize the water system, meaning who are the people who want to privatize

and is there action underway. Jeri Leigh responded that there have been discussions with previous council questioning if South Amherst should continue to be in the water business. She stated that she thinks the current council members are in favor of fiscal responsibility for the SABPA, the village, and the residents, and considering the events of the summer and the financial status, they are simply doing their due diligence and identifying what the best fiscal course of action is for the village. Discussion ensued regarding the decisions not being in the hands of the village if they decide to privatize the water tower, and the loans currently on the system. Zoltan Zoltai stated that these are all things that need consideration when deciding to privatize or not, and if someone else takes over they will most likely just start taking out loans which the residents will in turn be responsible for. Jeri Leigh Siss stated that the ask would be do we want to continue to investigate further or table it.

Tom Pellittieri discussed that the current user fee is spent on previous loans that we have taken out, so we don't even have that money available to work on some of these new projects. Discussion ensued on the current loan payments. Tom discussed a possible work session with council as well as the BPA to discuss these topics.

New Business:

(M) Update on Leonard Street Valve (functioning between 40-60 psi?): The board discussed this item previously. Mark Leshinski suggested using the report again from rural water showing the pressure. Dennis Hevener stated that he will need to contact rural water to see if we can use the equipment again. He will reach out to his contact to see their availability and report back to the board.

Budget & Appropriation: The board reviewed the appropriations. Mark Leshinski moved to accept the budget/appropriations as written. Tom Pellittieri seconded. The motion passed unanimously.

December Meeting Date Change / Council Now meeting 12/5/2022 @ 7:00pm, potluck following: The clerk advised that Council rescheduled their meeting to December 5, 2022 and the potluck will be directly afterwards. The SABPA has a meeting scheduled at that time which they will need to reschedule. The board discussed possible dates to reschedule. Zoltan Zoltai moved to change the SABPA meeting from December 5, 2022 at 7:00pm to December 8, 2022 @ 7:00pm. Tom Pellittieri seconded. The motion passed unanimously.

Neptune 360 Update: The board discussed the updates to the Neptune 360 system. They clarified that the operator has the updated system. He stated that his updates are automatic. He clarified that the system is automatically updated, and he uses it for meter readings from the mobile app.

Zoltan Zoltai moved to Adjourn the meeting. Tom Pellittieri seconded. The roll was called with all in favor.

Respectfully submitted, Alexandra Sabine, Water Board Clerk