

South Amherst Board of Public Affairs

Storm & Water

Meeting Minutes for August 21, 2023

Call to order 7:00PM

- Roll Call was conducted, and present were as follows:
 - SABPA Board- Zoltan Zoltai, Mark Leshinski, Tom Pellitteri
 - Council Liaison: Jeri Leigh Siss (present)
 - Visitors: Mayor Leshinski (present)
 - Water/Storm Operator: Dennis Hevener (absent)
 - Water Clerk: Cindy Knudsen (present)
 - Interim Clerk: Jeanne Maschari (present)

Agenda Amendments:

- Storm– Work list 685 S Lake St., Pooley
- Water – 503 W Main St., Hodge status report
- Water – Billing Issues

Motion to approve agenda with amendments:

- Motion made to approve agenda with amendments. 1st Tom Pellitteri, 2nd Mark Leshinski. All in favor. Agenda approved.

Motion to approve previous minutes from 08/07/23: 1st: Tom Pellitteri, 2nd, Mark Leshinski. All in favor. Minutes approved.

Storm

Water Operator:

- I was working on the MSGP form which is a quarterly form which the Board needs to sign then the mayor. This week I will be working on the EPA violations with David the Valves and GPS markings.
- I'm waiting on a price from Diggers on the storm fix on S Lake St. We will be tying into the catch basin next to it.
- I sent out the Board the final site plan for 5906 Russia Rd. Need Board to advise me to the depth the pipe should be.
- The MS4 audit work is underway.

The Clerks report:

- Diggers destroyed silt fence on property behind cemetery when he was moving dirt around. Jeanne stated that while attending the Cemetery Board meeting that the silt fence was missing and asked for it not to be placed by the cemetery. Tom Pellitteri said that he would give Dennis the silt material to replace the fence and Dennis should determine where it should be placed. Previously it was not on cemetery property.

Pending tap-ins:

- 5906 Russia Rd, Bohl. The topo map was reviewed and Tom Pellitteri that the depth is 785.5. Tom Pellitteri moved to approve the culvert tap in. Zoltan Zoltai 2nd. The roll was called with all in favor.

Storm Financial Reports: Unavailable at this time

Old Business- Storm:

- 685 South Lake, Pooley – Dan Hyster and Dennis Hevener reviewed the area, and we are waiting on an estimate to make the repairs.

Water**Water Operator:**

- After our meeting on the 7th, I was working on the lead and copper reports that needed to go to all residents with whom we received a sample we had one (1) sample that required special attention because of a high lead content and had to notify Lorain County Health Department and EPA that information plus send the EPA all the letters I passed out.
- My water license was renewed. Good through December 2025.
- Working on the Small Community Asset Management Program was a violation we had.
- I will be leaving Thursday (8/21/2023) afternoon at 1:30 for an appointment.
- I will be taking the BACTs tests to Avon Lake on Tuesday or Wednesday.
- I have turned in my milage report for approval.

The Clerks report:

- As the clerk, I will send an email of the agenda to all Board Members on Thursday prior to the meeting. The agenda will be posted on Friday before the meeting.
- Minutes will be recorded and transcribed by Tuesday after each meeting and will be sent out for review on Wednesday.
- My workdays are Monday through Friday with the usual hours of 9am-2pm and will be able to place WENS calls during those hours with guidance from the Operator. A discussion ensued that the procedures need to be amended and Tom Pellitteri would handle the afterhours calls.

Water Financial Reports: Unavailable at this time

Old Business:

- Operator vehicle – Nothing has changed.
- Billing issues – The interim clerk has reported that customers have been very understanding and we have reversed some late fees. The Post Office remains a problem delivering mail and we will be sending a call out to residents letting them know the changes we have made to help with the situation.
- Update on curb box at 503 W Main St. Work was completed on 08/11/2023.

New Business:

- Pending Tap for water at 5906 Russia Rd, Bohl. The board reviewed the topo map and the cost sheet.
Tom Pelliteri moved to approve the tap-in for water subject to the cost increase of material.
Mark Leshinski 2nd.
Discussion: It was agreed that Dennis Hevner needs to check the price sheet for any increases so the customer can be billed properly.

The roll was called with all in favor.

- The interim clerk discussed an email received expressing the concern of the contractor regarding a water box being right up against a telephone pole at 5609 Russia Rd. Tom Pelliteri requested the clerk generate a work order for Dennis to inspect the area checking maps and determine if there is a water box and why there is one currently there.
- Water Valve GPS Mapping August 22-23 and August 29-30 (David Valentine driving and GPS).
- Water Valve testing update (August 22-23 and August 29-30 Water Operator to ride along with David Valentine.)

Zoltan Zoltai moved to approve wages for David Valentine for four 8-hour days. Tom Pelliteri 2nd. The roll was called with all in favor.

- The board reviewed the estimate from Diggers for a hydrant replacement at Kenwood & East Main for \$4,000.00. (Exhibit A) The board also reviewed the cost of the hydrant at \$5,514.82. (Exhibit B) Total cost of \$9,514.82 will be discussed with the Financial Officer to determine funding.
- The board reviewed the open work order list generated from the billing software. The interim clerk reported that this document could be used as the Operators work list if Board members provided the information to add to the list.

Motion to adjourn the meeting was made by Board member Zoltai, 2nd Tom Pelliteri, all in favor.
Meeting adjourned at 7:50pm 08/21/2023.

Respectfully submitted, Water Clerk, Cindy Knudsen