

April 3, 2023

South Amherst Board of Public Affairs
Storm & Water Minutes

Roll Call:

Board Members Present: Mark Leshinski, Tom Pellittieri, [Zoltan Zoltai joined at 7:42 pm]

Operator of Record: Dennis Hevener

Clerk: Alexandra Sabine, Stephanie Koscho

Liaison and Council Representative: Jeri Leigh Siss

Visitors: Mayor Leshinski

Agenda Amendments: Mark Leshinski added “Map Project” under *Storm Old Business* & “North Lake Street Sidewalks” under *Water Old Business*.

Approve Agenda: Motion to approve the agenda with amendments by Tom Pellittieri. Seconded by Mark Leshinski. Motion passed unanimously.

Previous Minutes: 03/21/2023: Motion to approve the minutes from March 21, 2023, as written by Mark Leshinski. Seconded by Tom Pellittieri. Motion passed unanimously.

Storm

Operator’s Report: Dennis Hevener

- Has been watching & maintaining catch basins.
- Inquired on the plan with the Vac Truck, to which Tom Pellittieri stated that he will be calling to schedule. Discussion ensued regarding the timeline. It was decided that they would like to plan for approximately April 17 through 21st.
- Jeri Leigh will update the HeyGov request for David Valentine.

Clerk’s Report: Nothing to report at this time.

Completed Tap-ins: None

Pending Tap-ins: None

The Board reviewed the financial reports (Exhibit A). Mark Leshinski moved to accept the financial reports as written. Seconded by Tom Pellittieri. Motion passed unanimously.

Old Business:

- **(M) Operator Worklist:** No additions or discussion currently.
- **Russia Culvert:** The Clerk presented the quote from Digger’s, remarking that it includes the PVC pipe rather than corrugated metal as requested. Mark Leshinski inquired on the timeline to which Dennis Hevener replied was unknown at this time, but he would push it through as quickly as possible once approved. With Zoltan Zoltai’s tardiness, **Mark Leshinski moved to table this item until the end of this meeting**. Seconded by Tom Pellittieri. Motion passed unanimously.
- **Vac Truck:** The Board discussed this previously. The Clerk stated that the Fiscal Officer sent out an email stating that everything is satisfactory on her end, so they may schedule the rental at any time.

- **(M) Map Project:** Mark Leshinski stated that he has completed the task of sorting through the maps. He labeled the piles & asked the Clerk to send an email out to Jeanne Maschari stating that it has been completed. The Clerk inquired about the next steps to which Jeri Leigh stated that Jeanne will coordinate having them scanned to PDF format & let the Board know what the total cost is for scanning.

New Business: None at this time.

Water

Operator's Report: Dennis Hevener

- They are working on the sidewalks on North Lake Street. He stated that the purchase requisition was not turned in for the sidewalk portion of North Lake and he & the Clerk received a message from the Fiscal Officer. It has since been completed. Alexandra informed the Board that after a discussion with the Fiscal Officer, it was brought to her attention that the BPA is not responsible for the cost of the sidewalk repairs. She just wanted to relay that information over to the Board in case they forgot. Mark Leshinski inquired on a timeline for pedestrian traffic & vehicle traffic to which Dennis replied pedestrian traffic is currently flowing & vehicle traffic should be around Wednesday/Thursday.
- He obtained the updated quote from Hart Asphalt for the road repairs.
- The water department has returned two of three meter pits which we "borrowed" from Rural Water to repair main breaks. We are waiting on the third to come in. The lids were delivered as well. Mark Leshinski inquired on the outstanding orders to which Dennis responded that we have three on order- owe rural water one more + we have two on order for ourselves.

Clerk's Report: Alexandra Sabine-Tuggle

- Provided the Board with the Consumption Report as requested by Mark Leshinski.
- Also, the Records Clerk reminded the Board via email that there is \$750 in NOPEC funds available currently. The form was included & is due April 7th if they are interested.
- There was an MIU Unit placed at 213 Erie Street due to a customer error, the customer was charged \$100 which is the most recent unit price paid by SABPA. The charge was added to his account to reflect on the next water bill & he was notified of the charge.
- Alex & Stephanie have been working on the inactive account ordinance process. There was a notice on this month's water bills as discussed, and the individual notice letters are in the process of being produced. They are hopeful a procedure will be established in the next couple of weeks.
- Inquired about the Hydrant & Valve schedule to which Tom Pellittieri responded that he needs to get that emailed out. The Clerk requested to be copied on that email for record keeping.
- Lastly, she reminded the Board of her schedule for the next couple of weeks.
 - April 6 & 10 - out of the office.
 - April 7 - in the office briefly & will also work from home.
- Jeri Leigh Siss inquired about how much money the BPA may recoup on the inactive interest accounts. The Clerk replied that she could get her a total of the balances on inactive accounts, but she does not have that information currently. She stated the majority of the money is related to the property at 305 East Main Street. Otherwise, there may be approximately less than \$2,000.
- Tom Pellittieri inquired if the law director had gotten back to us regarding 305 East Main Street. Alexandra informed the Board that he had sent over a few questions which she answered, but he has not given a response on the procedure to discharge the lien nor a preliminary quote.
- **Adjustments- March 2023:** The Board reviewed & approved the March 2023 Adjustments.

- The Board reviewed the financial reports (Exhibit B*). Motion to accept the financial reports as written by Mark Leshinski. Seconded by Tom Pellittieri. The motion passed unanimously. *report attached to minutes.

Old Business:

- **(M) Operator Worklist:** The Board discussed the water meter at the quarries. Mark Leshinski suggested contracting Digger's to remove the meter & questioned their timeline to complete that task. Tom Pellittieri voiced his opposition to paying for someone to remove the meter which shows no signs that there is a leak. Discussion ensued regarding the pros & cons. The Board discussed having Leak Seekers look at the line the next time they are out, possibly once a year. The Board also decided to have the meter monitored monthly by the Operator. The Clerk will close the previous work order & create a new work order to have the Operator monitor the meter at least once per month.
- **Rate Study Scenarios / Follow-Up:** The Board stated that they would need to send those scenarios over to the Clerk. Alexandra informed the Board that Corey reached out to follow up so she would like to have those to him as soon as possible. He advised that he would be happy to come back in to discuss further. They decided on Monday, April 10, 2023, as a "due date" to have the scenarios to the Clerk. Jeri Leigh Siss inquired about the process, she questioned what the next steps would be. Mark Leshinski stated that he would like to see the hard-copy scenarios from Corey, they would discuss & vote on the best solution, and then work on an ordinance. Alexandra added that from her perspective, the hard copy scenarios would give the Board a better opportunity to have a deeper discussion based on the individual scenarios. They have already been presented with a digital spreadsheet that they manipulated and were able to get an idea of what they would like to see moving forward. She stated that whatever the timeline works out to be would be up to the Board. Jeri Leigh Siss inquired if the Fiscal Officer and Council would have a line of sight into the rate study as well. Tom Pellittieri stated that they would do their best to keep Council in the loop as well. Alexandra reminded the Board that Corey Timko has previously stated that he would be happy to present the rate study to Council as well and/or have a conversation with the BPA & Council together if they wish.
- **Meter Pit Ordinance/Verbiage:** Alexandra reminded the Board that she sent them an email with the verbiage that Tom had sent her in 2022. She formatted the verbiage to make it a little more reader-friendly and marked it up with some preliminary questions that she had. Jeri Leigh Siss informed the Board that the next ordinance meeting is on April 20, 2023. Alexandra informed the Board that it looks like multiple current ordinances could be affected, so it does not look like it will be a simple cut & paste, it may be a little more extensive & require discussion. Tom Pellittieri stated that he would look it over.
- **North Lake Street:** Discussed previously.

New Business:

- **200 Oakdale Driveway Concrete:** The Clerk informed the Board that Dennis obtained a quote from Digger's as requested. The quote was for \$2,244.00. **Mark Leshinski moved to table this item until the chairperson arrives at the end of the meeting.** Seconded by Tom Pellittieri. Motion passed unanimously.
- **Water Truck:** Dennis Hevener stated that the same issues continue with the fuel pump. He sent photos to the Board via email as well. Mark Leshinski also inquired about quotes for the frame repair as the frame is rotting out. Discussion ensued regarding the priority of the mechanical issues over the frame. Dennis stated that there is grit coming from somewhere within the gas tank/fuel pump, they changed the filters & he used gas from ParMar to make sure it wasn't the village gas. The Board discussed the repairs that are needed on the frame as well. Dennis

Hevener stepped out to make a phone call with Vaughn's to see what the cost would be on injectors- he returned to report that he was quoted \$2,000-2,500 minimum.

- Zoltan Zoltai joined the meeting.
- The Board discussed the possibility of looking for an affordable new truck instead of putting thousands of dollars into this old truck. The Board questioned the timeline & the Operator not having a vehicle. Mayor Leshinski stated that he believes in a time of need the departments can help each other out. The street department currently has two vehicles. Tom Pellittieri asked Dennis to call Doug Irving tomorrow to see if the truck he recently had for sale is still available.
- **Hart Asphalt Quote:** Alexandra presented the updated quote. Motion by Mark Leshinski to proceed with the quote from Hart Asphalt for \$8,590.00 to repair the areas around the Village as soon as possible. Seconded by Zoltan Zoltai. Motion passed unanimously.

Mark Leshinski moved to take from the table the item of 200 Oakdale. Seconded by Tom Pellittieri. Motion passed unanimously.

- Motion by Mark Leshinski to proceed with the quote from Digger's not to exceed \$2,244.00. Seconded by Zoltan Zoltai. Mark Leshinski & Zoltan Zoltai voted in favor. Tom Pellittieri recused himself. The motion passed.

Mark Leshinski moved to take from the table the item of Russia Culvert. Seconded by Tom Pellittieri. Motion passed unanimously.

- Discussion ensued regarding the need for repairs. Mayor Leshinski inquired if the road is going to need cut the road to complete the repairs. The current estimate does not specify specifically if the road will need cut. Tom Pellittieri stated that Digger's would not repair the road if it needed to be excavated at all. The Board would like the Operator to get an estimate from Hart to repair the road. Motion by Mark Leshinski to table this item until the next meeting when they have a total project cost for the estimate from Digger's as well as from Hart Asphalt for road repairs. Seconded by Zoltan Zoltai. Motion passed unanimously.

Tom Pellittieri moved to adjourn the meeting. Seconded by Mark Leshinski. The roll was called with all in favor. Meeting adjourned at 7:59 pm.

Respectfully submitted, Alexandra Sabine-Tuggle, Water Clerk with edits by Stephanie Koscho, Water Clerk