

**BOARD OF PUBLIC AFFAIRS
MEETING**

**Tuesday, February 20, 2007
9:00 A.M.**

The Lodi Board of Public Affairs met on the above date for a Regular Meeting with the following Board Members present: Anderson, Goodrow and Geissman.

Also in attendance were Village Solicitor Ted Lesiak, Clerk/Treasurer Annette Geissman, and Utility Superintendent Don Eaken.

A motion was made by Anderson and seconded by Goodrow to pay the monthly bills. Upon roll call: Aye Anderson, Goodrow, and Geissman. Nay None.

LEGISLATION

AN ORDINANCE AND JOINT RESOLUTION OF THE COUNCIL OF THE VILLAGE OF LODI, MEDINA COUNTY, OHIO, AND THE LODI BOARD OF PUBLIC AFFAIRS, AUTHORIZING THE SUPERINTENDENT OF THE VILLAGE BOARD OF TRUSTEES OF PUBLIC AFFAIRS TO ENTER INTO A CONTRACT WITH NORTH AMERICAN SALT COMPANY FOR THE PURCHASE OF SALT FOR WATER TREATMENT PURPOSES AND DECLARING THE SAME TO BE AN EMERGENCY. A motion was made by Geissman and seconded by Anderson to pass the Resolution. Upon roll call: Aye – Geissman, Anderson, and Goodrow. Nay None.

AN ORDINANCE AND JOINT RESOLUTION OF THE COUNCIL OF THE VILLAGE OF LODI, MEDINA COUNTY, OHIO, AND THE LODI BOARD OF PUBLIC AFFAIRS, AUTHORIZING AND DIRECTING THE MAYOR TO EXECUTE AMENDMENTS AND SCHEDULES TO CONTRACT C-11-2005-4425 WITH AMERICAN MUNICIPAL POWER-OHIO, INC. AND DECLARING AN EMERGENCY. A motion was made by Geissman and seconded by Anderson to pass the Resolution. Upon roll call: Aye – Geissman, Anderson, and Goodrow. Nay None.

AN ORDINANCE AND JOINT RESOLUTION OF THE COUNCIL OF THE VILLAGE OF LODI, MEDINA COUNTY, OHIO, AND THE LODI BOARD OF PUBLIC AFFAIRS, AUTHORIZING AND DIRECTING THE MAYOR TO EXECUTE AMENDMENTS AND SCHEDULES TO CONTRACT C-11-4425 WITH AMERICAN MUNICIPAL POWER-OHIO, INC. AND DECLARING AN EMERGENCY. A motion was made by Geissman and seconded by Anderson to pass the Resolution. Upon roll call: Aye Geissman, Anderson, and Goodrow. Nay None.

NEW BUSINESS

AMP-Ohio Credit Score The AMP-Ohio credit scoring criteria was reviewed by the Board. The Board reviewed calculations demonstrating that the Village passed the credit requirements for the fiscal year 2005. The fiscal year 2006 has not been calculated by AMP-Ohio yet. Clerk/Treasurer Annette Geissman will meet with Chris Deeter from AMP-Ohio and discuss ways to improve the Village credit rating for AMP-Ohio purposes.

Caterpillar Preventative Maintenance Contract The contract for generator maintenance will need to be renewed in March. Clerk/Treasurer Annette Geissman will contact Michelle Filous from Padgett-Young to find out exactly what is covered under the village insurance policy. Utility Superintendent Don Eaken will get price quotes for all available maintenance agreements to be reviewed at the March 6, 2007, Board Meeting.

CDBG, ISSUE II, AND GRANT FUNDING Utility Superintendent Don Eaken reported that he would like to apply for Issue II funding for Grandview Street. This application for funding would include the replacement of water, sewer, and storm sewer lines as well as repaving the street. Clerk/Treasurer Annette Geissman reported that Council is currently working with the Medina County Commissioner's Office to also apply for a Community Development Block Grant. Village residents will assist in selecting projects to be completed which may include replacement of other water and sewer lines, storm sewers, etc.

OLD BUSINESS

Electric Bond Study The Bond Study has been completed by Power Systems Design and will be submitted to AMP-Ohio for approval.

Meter Issues Caused by New Rates It was determined that a pallet of radio read meters will be purchased to replace residential demand meters that will be taken out. The demand meters will be used for commercial accounts. Programming changes still need to be made to industrial meters. Utility Superintendent Don Eaken will contact Dwight Niederkofler from GPD to complete the programming. Letters will be sent to all customers involved with a meter change.

Schultz Sub Station Time and Materials Quote No new information.

Bid Specs for Building Repairs A motion was made by Geissman and seconded by Anderson to amend the motion from the February 6, 2007, Board Meeting authorizing the Clerk to advertise for bids for building repairs at the Electric Warehouse on Harris Road and the Electric Shop on Railroad Street. The gutters needed for the Electric Shop on Railroad Street will be removed from the bid specs. This is a completely separate project and will not need to be bid as the cost will be well below the \$25,000 bidding requirement. However, at least three quotes will be received to replace the gutters. The Electric Warehouse on Harris Road is a separate project and will still need to be advertised for bids by the Clerk. Upon roll call: Aye Geissman, Anderson, and Goodrow. Nay None.

Pilot Water/Oil Separator Tap Fee Utility Superintendent received the necessary information from Village Engineer Gary Daugherty regarding water usage for water/oil separators. Don will calculate the tap fee and forward it to Pilot. The Ordinance authorizing this project will be passed at the March 6, 2007, Board Meeting. Don will also follow up on the letter he sent to Pilot regarding their plans for the project and a past due engineering bill.

Status of Wastewater Treatment Plant O & M Manual The Board would like to review the completed manual at the March 6, 2007, Board Meeting.

ODOT Project on Route 83 Utility Superintendent Don Eaken will contact ODOT to determine whether or not they will pay the engineering fees for moving the water line involved with this project.

Emergency Connection to Medina County Water Supply Utility Superintendent Don Eaken will contact Tracy Phelps at the Office of the Medina County Sanitary Engineer to discuss the status of the drawings for this project.

Burbank Water Proposal No new information.

Water Treatment Plant Filter Rebuild Specs Utility Superintendent Don Eaken will prepare the specifications for this project.

Grant Money for Water Plant Fencing Utility Superintendent Don Eaken will research FEMA grants available other than those offered through Medina County Emergency Management Office.

Water Consumer Confidence Report The draft of this report is due to the Board by April 3, 2007. Once the report is completed a form needs to be sent to the Ohio EPA with necessary details.

Contingency Plan Updates More corrections need to be made to the Water Contingency Plan. A list of necessary corrections will be given to Water Foreman Matt Berry.

Water Meter Placement at Love s Travel The water meter has been ordered by Love s Travel but has not been received yet.

Job Descriptions and Performance Appraisals No new information.

NIMS Training Utility Superintendent Don Eaken reported that all utility employees have completed the necessary training. Copies of Certificates of Completion will be given to Clerk/Treasurer Annette Geissman for placement in personnel files.

Emergency Response Plans for All Departments All departments are working on an Emergency Response Plan. Utility Superintendent Don Eaken will contact the city of Wadsworth to get a copy of their ERP for Electric. Wastewater Foreman Roland Jenkin will

contact the city of Orrville for a copy of their ERP for Sewer. The draft of each plan is due to the Board on March 6, 2007, and the final copy is due by April 15, 2007.

Utility Superintendent Don Eaken reported that he has been working on the Permit to Operate the Diesel Generator and the Federal Energy Report.

Utility Superintendent Don Eaken also reported that he would like to purchase a new back hoe this year at an approximate cost of \$60,000.

The next regularly scheduled Board Meeting will be held Tuesday, March 6, 2007, at 9:00 A.M.

There being no further business to come before the Board, a motion was made by Anderson and seconded by Geissman to adjourn the meeting. Upon roll call: Aye Anderson, Geissman, and Goodrow. Nay - None.

Daniel Goodrow
Board President

Annette Geissman
Clerk/Treasurer