

**BOARD OF PUBLIC AFFAIRS
MEETING**

**Tuesday, March 6, 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 Geissman and seconded by Anderson to pay the monthly bills. Upon roll call: Aye Geissman, Anderson, and Goodrow. Nay None.

A motion was made by Geissman and seconded by Anderson to approve the minutes of the February 6 and February 20, 2007, Regular Meetings. Upon roll call: Aye Geissman, Anderson, and Goodrow. 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, APPOINTING THE UTILITY SUPERINTENDENT AS AN AUTHORIZED PERSON TO APPROVE THE PURCHASE OF LONG TERM RESOURCES FROM AMP-OHIO FOR RESALE TO THE NEASG POWER POOL FOR THE BENEFIT OF THE VILLAGE AND DECLARING AN EMERGENCY. A motion was made by Geissman and seconded by Anderson to approve the Resolution. Upon roll call: Aye Geissman, Anderson, and Goodrow. Nay None.

NEW BUSINESS

Electric Upgrade Bond Renewal A motion was made by Geissman and seconded by Anderson for a total expenditure of \$376,896 to AMP-Ohio for the payment of \$300,000 in principal, \$64,620 in interest, and \$12,276 in cost of issuance fees for the renewal of the Electric Upgrade Bond. The bond will be reissued at \$1,500,000 with an interest rate of 3.75%. Upon roll call: Aye Geissman, Anderson, and Goodrow. Nay None.

Pilot Oil/Water Separator Legislation This legislation will be tabled until the next Board Meeting. Utility Superintendent Don Eaken will calculate the tap fee for this project to be included in the Ordinance.

Water Consumer Survey The possibility of including a customer satisfaction survey with the utility bills was discussed. The survey would address customer satisfaction, specifically with water, but may include all utilities. Fluoridated water would be addressed. Board Member Geissman will gather more information regarding this type of survey.

OLD BUSINESS

Caterpillar Preventative Maintenance Contract Current generator insurance coverage was discussed and it was determined that the need for the maintenance contract with Caterpillar still exists. Utility Superintendent Don Eaken had a prior quote of \$9,225.25 for the maintenance contract. Don will get an updated quote for the next meeting. It was determined that either Don Eaken or Electric Foreman Craig Zdelar needs to be present during each inspection of the generator. Either Don or Craig needs to sign off on the inspection sheet each time the generator is inspected.

Meter Issues Caused by New Rates Single phase meters have been ordered. An optical cable necessary to complete programming changes was also ordered and will take two to three weeks to arrive. Utility Superintendent Don Eaken is working on a draft letter to mail to all customers involved with meter changes. Don Eaken will also get a quote for radio read demand meters necessary for commercial accounts. Don will provide the quote for the next meeting.

Schultz Sub Station Time and Materials Quote No new information. Board Members requested that the quote be submitted at the next Board Meeting.

Bid Specs for Building Repairs – Utility Superintendent Don Eaken will get quotes for the needed repairs by the next Board Meeting.

Status of Wastewater Treatment Plant O & M Manual – Utility Superintendent Don Eaken will contact Village Engineer Gary Daugherty to determine the status of the O & M Manual.

ODOT Project on Route 83 – ODOT has started working on the culvert project on State Route 83.

Emergency Connection to Medina County Water Supply – Water Superintendent Matt Berry contacted Tracy Phelps from the office of the Medina County Sanitary Engineer. The drawings necessary for this project will be completed soon and then given to Sanitary Engineer Jim Troike for approval.

Burbank Water Proposal – No further information has been received from Medina County Sanitary Engineer Jim Troike regarding the proposal sent to Burbank by the County. The last correspondence from Jim Troike indicated that he would respond to the Village of Lodi by the middle of February. Village Solicitor Ted Lesiak will contact Jim Troike and ask for resolution to the situation. Ted will indicate that the Village of Lodi is ready to serve the customers in that area.

Water Treatment Plant Filter Rebuild Specs – Water Superintendent Matt Berry has finalized bid specifications for this project.

Grant Money for Water Plant Fencing – No new information.

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.

Water Meter Placement at Love's Travel – The water meter has been installed at the Love's Travel location.

Job Descriptions and Performance Appraisals – Utility Superintendent Don Eaken is developing job descriptions for each department.

NIMS Training – All NIMS Training has been completed by utility employees.

Emergency Response Plans for All Departments – All departments are working on an Emergency Response Plan. The final copy of each department plan is due by April 15, 2007.

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

The next regularly scheduled Board Meeting will be held Tuesday, March 20, 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