

**BOARD OF PUBLIC AFFAIRS  
MEETING**

**Tuesday, August 7, 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, Geissman, and Goodrow. The meeting was called to order at 9:07 A.M.

Also in attendance were Village Solicitor Ted Lesiak, Clerk/Treasurer Annette Geissman, Electric Foreman Craig Zdelar, Water Foreman Matt Berry, and Waste Water Foreman Roland Jenkin.

A motion was made by Anderson and seconded by Geissman to approve the minutes of the July 27, 2007, Regular Meeting. Upon roll call: Aye – Anderson, Geissman, and Goodrow. Nay – None.

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

**NEW BUSINESS**

Monthly Foremen Reports – Waste Water Foreman Roland Jenkin presented a written report regarding the waste water department and discussed items within the report. Electric Foreman Craig Zdelar presented a written report regarding the electric department and discussed items within the report. Matt Berry presented a written report regarding the water department and discussed items within the report.

Disposal of Excess Vehicles – It was determined that all foremen need to prepare a list of vehicles which are no longer needed so they may be sold or disposed of. A list also needs to be prepared identifying needed replacement vehicles.

Service Truck Replacement – The water department service truck needs to be replaced. Water Foreman Matt Berry will get price quotes.

**OLD BUSINESS**

Availability of Kill-A-Watt Meters – A letter was inserted with the August utility bills notifying customers of the ability to borrow Kill-A-Watt meters to determine electric usage. The board may want to consider having meters available at the library for customers to borrow.

Conservation Brochures – AMP-Ohio will reimburse the Village for the costs involved for providing conservation brochures to our utility customers. The brochures will be ordered and will be distributed for Public Power Week.

Meter Programming Update – Electric Foreman Craig Zdelar will contact Village Electrical Engineer Dwight Niederkofler to schedule all necessary reprogramming of current electric meters. Dwight will be asked to train our personnel on the methods used to reprogram meters. Dwight will be invited to the next Board Meeting to discuss the reprogramming and how the power factor is reflected in our current electric rate.

Harris Road Warehouse Repairs – It was determined that board members need to visit the Harris Road Warehouse with Electric Foreman Craig Zdelar to determine the scope of work which may or may not need to be done.

Gravel at Shultz Sub-Station – No new information.

Caterpillar Preventative Maintenance Contract – It was agreed that Electric Foreman Craig Zdelar will be present for monthly inspections of the generator. Craig informed Board Members that there are items which need to be repaired on the generator. Craig will form a list to present at a future meeting.

Harris Substation Transformer – Specifications will need to be prepared in order to bid this transformer.

Grants for Water Plant Security Fencing – Water Foreman Matt Berry will contact Buck Adams at the office of Medina County Emergency Management to discuss possible grants for security fencing at the Water Plant. It was suggested that signs also be posted at all water towers indicating that they belong to the Village of Lodi and listing who to contact in case of an emergency.

Status of WODA Group Tap Fee – The board determined that one master meter will be billed for water and sewer for this new apartment complex. It will be the responsibility of WODA Group to pay the monthly bill. The board would also like the same procedure to apply for electric. Electric Foreman Craig Zdelar will investigate options to accomplish this.

Status of Inflow & Infiltration Investigation – No new information.

Status of Job Descriptions – All foremen need to review the job descriptions for their departments and provide any input to board members.

Uniform and Equipment Needs – All foremen will provide a list of uniform and equipment needs at a future meeting for consideration.

A motion was made by Anderson and seconded by Geissman to go into executive session to discuss a contract proposal. Village Solicitor Ted Lesiak was invited to attend the executive session. Upon roll call: Aye – Anderson, Geissman, and Goodrow. Nay – None.

A motion was made by Anderson and seconded by Geissman to come out of executive session with no action taken. Upon roll call: Aye – Anderson, Geissman, and Goodrow. Nay – None.

The next regularly scheduled Board Meeting will be held Tuesday, August 21, 2007, at 9:00 A.M.

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

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***Daniel Goodrow***  
***Board President***

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***Annette Geissman***  
***Clerk/Treasurer***