

# THE VILLAGE OF BRADNER BOARD OF PUBLIC AFFAIRS

Record of Proceedings

August 1, 2016

## **MEMBERS IN ATTENDANCE:**

Board President, James Smith

Board Member, Rhonda Conley

Board Member, Matthew Ruble

The regular meeting of the Village of Bradner Board of Public Affairs was called to order at 7:01 pm on Monday, August 1, 2016 by Board President James Smith and all present were asked to stand for the Pledge of Allegiance to the Flag. Also present were Superintendent John Linkey and Fiscal Officer Kerstan Kaminski.

## **GUEST(S)**

None

## **Approval of the Meeting Minutes on 7/19/2016**

Rhonda Conley made a motion to approve the minutes with corrections. Matt Ruble 2<sup>nd</sup>.

Roll Call:

Yes: Smith, Ruble & Conley

Motion Carried

## **UTILITY SUPERINTENDENT- John Linkey:**

John handed out the Well Report. It is slightly up from last year, up a couple hundred thousand. 50,000 gallons or so went into the pool and some was from flushing the new water lines and hydrants.

Paving and sealing of Phase 3 should be finished tomorrow including topsoil from D&D possibly and then the final sweep and the curbs cleaned up. Jim received a call back today from Gettis and will send an email to him tomorrow with a quote.

Ohio EPA sent a letter regarding source water protection plan and delineation. The Village has until November 6, 2017 to develop a drinking water source protection plan. Jim mentioned that it talks about the recent addition of Wells 7 & 8 and removing 2 & 3, but not 1. John said that 1 hasn't been a factor for some time now. John also has the information that notes possible contaminant sources within the protection area. He will contact the ORWA to help with the source protection plan. Jim asked if Eagon could help. John said yes but it will probably cost \$6,000.

John has copies of the graphics for the truck. It has gold reflective lettering with black background. The truck has been in Cleveland getting the box put on since 7/26 but there's no date when it will be back. DR Ebel will not commit to anything until they can actually see the truck. John did let DR Ebel know that he wants a split lens on an amber white led flasher on the backside of the service box on the back so there will be lower and upper level lighting.

BGSU is doing a training class on 8/4 from 8-12pm for Strategic Overview of Disaster Management for Water/Wastewater Utility. John will get 4 CEU's. There will be changes in contingency planning coming up and this will be discussed in this course.

RCAP is doing a training on 8/23 all day in Bucyrus for Small Water Distribution System Training. It is free. They've applied for CEU's but don't actually have credential yet.

Rhonda Conley made a motion to approve John's trainings on 8/4 and 8/23. Matt Ruble 2<sup>nd</sup>.

Roll Call:

Yes: Smith, Ruble & Conley

Motion Carried

Everything went ok with Chris McCarron while John was gone. Chris had about 4¾ hours.

Jim asked if Justin did anything regarding the 5 year plan. Justin did measuring between Evans & Bell and E Parklane & W Parklane. John would like to reconfigure between East and West Parklane so it doesn't go through the pond. There might need to be an easement, he needs to check.

#### **FISCAL OFFICER- Kerstan Kaminski:**

The Phase 4 project was estimated at \$177,107 and the commitment letter sent was for \$122,107 since the grant amount requested was for \$55,000. The grant amount received was only \$50,000 and with the actual amount of the project, a new commitment letter is needed to add \$5,093, making the total commitment \$127,200.

Matt Ruble made a motion to raise the commitment to \$127,200. Rhonda Conley 2<sup>nd</sup>.

Roll Call:

Yes: Smith, Ruble & Conley

Motion Carried

Kerstan has information from GovPayNet, a government credit card service. The fees are strictly directed to the customer and entirely free for the Village. Fees are based on the amount being paid. They accept any credit or debit card with the VISA, Mastercard, Discover or American Express logo. Payments can be made in the office, online or by phone (extra charge incurred for phone payments). This can also be used for payments such as Mayor's Court, shelter rentals, zoning permits, etc. The payments are deposited to the Villages account the next business day. They do not do ACH.

Rhonda Conley made a motion to approve using GovPayNet. Matt Ruble 2<sup>nd</sup>.

Roll Call:

Yes: Smith, Ruble & Conley

Motion Carried

**LINEMAN- Justin Nice:**

None

**RESOLUTIONS**

None

**EXECUTIVE SESSION:** Personnel: ORC 121.22 (G) (1)  
Appointment, employment, dismissal, discipline, promotion, demotion,  
compensation of a public employee or official, or the Investigation of charges  
or complaints against a public employee, Licensee or regulated individual.  
Property: ORC 121.22 (G) (2)  
Court Action: ORC 121.22 (G)

Matt Ruble made a motion to go into Executive Session for Personnel: Compensation of a Public Employee at 7:45pm. Rhonda Conley 2<sup>nd</sup>.

Roll Call:

Yes: Smith, Ruble & Conley

Motion Carried

Rhonda Conley made a motion to come out of Executive Session at 7:59pm. Matt Ruble 2<sup>nd</sup>.

Roll Call:

Yes: Smith, Ruble & Conley

Motion Carried

Justin Nice was given a verbal warning regarding absenteeism and a letter will be on file noting the verbal warning on 7/22 at 4pm.

**Approval of Claim Ordinance 13-2016BPA**

Rhonda Conley made a motion to approve the claim ordinance. Matt Ruble 2<sup>nd</sup>.

Roll Call:

Yes: Smith, Ruble & Conley

Motion Carried

**OLD BUSINESS:**

Jim mentioned the backflow preventers. John needs to update the backflow prevention ordinance and have some updated regulations.

The yard hydrants need to be taken care of. The one at the concession stand can be changed now that Little League is over. After, he will send letters to the residents that need to get theirs taken care of.

There are at least 12 yard hydrants on the West side of the tracks and at least 3 on the East side.

July Highlights

10 re-checks

22 past dues

No shut-offs

Current Past due           \$2,508.36

    31-60                   \$ 277.23

    Total                   \$2,785.59

Agencies                   \$ 490.99

**NEW BUSINESS:**

MaryLou would like to go to the Civica CMI Conference in Columbus on 10/3 and 10/4. The conference is \$249 and with mileage and the hotels probably totals about \$500.

Matt Ruble made a motion to approve MaryLou going to the conference. Rhonda Conley 2<sup>nd</sup>.

Roll call:

    Yes: Smith, Ruble & Conley

    Motion Carried

With no further business of the Board, Matt Ruble made a motion to adjourn the meeting at 8:10pm.

Rhonda Conley 2<sup>nd</sup>.

Roll call:

    Yes: Smith, Ruble & Conley

    Motion Carried

Meeting adjourned at 8:10pm.

ATTEST: *Kerstan Kaminski*  
Kerstan Kaminski, Fiscal Officer

SIGNED: *James Smith*  
James Smith, President

APPROVED: 8/15/2016