

# THE VILLAGE OF BRADNER BOARD OF PUBLIC AFFAIRS

Record of Proceedings

September 12, 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 7:00 pm on Monday, September 12, 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, Fiscal Officer Kerstan Kaminski, Lineman Justin Nice and Guest Teresa Sheffel.

## **GUEST(S)**

**Teresa Sheffel:** She plants a lot of vegetables and fruits during the summer and uses lots of water. She's normally between 4 & 6 but 8-9 in the summer. She was wondering if the Board could come up with some way to discount residents liker her that have gardens so they would not have to pay the sewer cost when watering gardens. The usage could possibly be measured by history. Matt recommended maybe an outside spigot meter. Jim said they will look into a fool proof way for next year.

## **Approval of the Meeting Minutes on 8/15/2016**

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

Roll Call:

Yes: Smith, Ruble & Conley

Motion Carried

John arrived and had some corrections to the minutes.

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:**

On 9/14 at 1pm, there's an AMP meeting with a few AMP reps to discuss power supply planning for next year. There probably won't be much change except for more hydro than in previous years.

On 10/17, John Courtney will be available to come to a meeting regarding the solar and RFP. John will ask John Courtney about the rate study as far as the cash flow study.

The paving quote for Jennite is \$780 more due to disposing of the asphalt out of town rather than at the town dump.

Lead and copper sampling is usually pulled by the homeowner since there needs to be a 6 hour rest period of no water usage. John has the results from the previous years. Once results from a sampling are received, the Village has 48 hours to notify the customer of the results and 5 days to send the results back to the EPA. The current samples were taken Aug. 16<sup>th</sup>, 2016.

On 10/6, there is RCAP training in Botkins, OH. They applied for CEU's but don't have a number yet. There is also training on 9/27 in Archbold. It's \$150 and 6 CEU's.

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

Roll Call:

Yes: Smith, Ruble & Conley  
Motion Carried

H2O Towers was recommended by Dixon Engineering to clean the water towers. They quoted \$5,000. The Board agrees it looks very bad and needs done this year.

Rhonda Conley made a motion to approve the quote for H2O Towers. Matt Ruble 2<sup>nd</sup>.

Roll Call:

Yes: Smith, Ruble & Conley  
Motion Carried

John also forwarded a quote from Dan's Truck for lighting, headache rack, mini lightbar, LED worklights, 2 flashers on the front lower bumper area and 2 on the back of the utility box. Jim would also like a light in each compartment and mud flaps for the back and front. It's about \$2,100. Charlie's Dodge is also going to be removing the rear tail lights and putting in LED's, which was supposed to come that way. Charlie's Dodge will take care of that bill. John would also like to get running boards.

The Well Report was down a bit. The reports are about a month to two months behind. The pool used around 260,000 gallons.

Jennite quote is \$17,000. Gettis is \$26,000. Briar is the company that wanted to mill the asphalt, not the others. They do not want the asphalt milled. The \$780 to haul the asphalt out of town has to be added to the Jennite quote as well. They have done work in town before. This project is 23 crossovers at 1,997 square feet total.

Rhonda Conley made a motion to approve the quote for Jennite with a cap of \$19,000. Matt Ruble 2<sup>nd</sup>.

Roll Call:

Yes: Smith, Ruble & Conley  
Motion Carried

**FISCAL OFFICER- Kerstan Kaminski:**

July financials are done. Kerstan would like to know if the Board would like to get the end of month report that shows the budget, revenue, expenses, encumbrances and ending balance per account rather than what they are getting now which only shows the revenue and expenses separately. The Board agreed.

John is going to see about getting a repayment schedule for the Well Field. The first payment is due January 2017 and Kerstan has not received any paperwork on this yet. Jim would like a separate account for this payment so the payment amount can be put in that account at the beginning of each year and then the Water fund will show the actual operating amount for the year.

Jim said the carpeting may be installed this Saturday in Kerstan's office. Lotycz & Sons will be installing the carpet and repairing the floor instead of Miller Floor Covering due to unforeseen circumstances. The carpet will be paid for and then a separate bill from Lotycz to install the carpet. The installation will be about \$2,600.

**LINEMAN- Justin Nice:**

There were some outages 2 Saturday's ago and the Friday before that. It was equipment failure but quick fixes. In the right-of-way across from the road to the lagoons, a fuse had blown. It had pulled apart and it was not burnt. He put in another fuse and it worked. The other was on Timmons the furthest north at the end of the line. It could have been an animal or the rester. Justin changed the rester and it worked.

Justin has been working a lot on the 5 year plan when John's gone. There are a lot of areas without line fuses that they could maybe add to the plan. He would use cutouts to eliminate the area rather than an entire area being out. He would put line fuses on every tap and fuse between 3 phase and single phase and every tap that comes off of it. Justin was on Douglas Road working where a tree had grown into the neutral line on a 3 phase going down 281. If there's a line fuse, it only takes a few houses out rather than the whole town or street. Jim would like an itemized list of each place Justin would like to put a line fuse in.

**RESOLUTIONS**

None

## **Approval of Claim Ordinance 15-2016BPA**

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

Roll Call:

Yes: Smith, Ruble & Conley

Motion Carried

### **August Highlights**

Recheck of 5 meters- possibly watering gardens

24 past due accounts, 12 went to landlords

Shutoffs- 105 Maple, 218 Stahl, 613 E. Crocker #19, 121 Lightner, 113 N. Main

Current Past Due	\$4,982.36
31-60 days	\$ 730.97
61-90 days	\$ 6.26
Total Past Due	\$5,719.59

Agencies contributed \$687.26.

Jim questioned 218 Stahl St. and wondered how a new tenant could move in and use it when the utilities should have been turned off after Tyson moved out. John noted that Tyson did not notify the office for a Final Read when they left and the new tenant didn't put it into their name when they moved in. The utilities were turned off for non-payment. Jim wants both bills paid before utilities are turned back on, no matter who has to pay for it.

Credit card usage will start 10/3. MaryLou and Kerstan are training on 9/14 from 2-4pm.

### **OLD BUSINESS:**

None

### **NEW BUSINESS:**

A customer asked about not being charged for sewer when watering their garden in the summer. Jim mentioned it will have to be foolproof. Matt suggested a separate meter for the spigot on a deduct. John mentioned winter averaging, which requires 12 months of history. They would compare the difference between summer usage versus winter usage. John would like to investigate the winter averaging and also speak with John Courtney.

**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)

With no further business of the Board, Matt Ruble made a motion to adjourn the meeting at 8:36pm.  
Rhonda Conley 2<sup>nd</sup>.

Roll call:

Yes: Smith, Ruble & Conley

Motion Carried

Meeting adjourned at 8:36pm.

ATTEST: *Kerstan Kaminski*  
Kerstan Kaminski, Fiscal Officer

SIGNED: *James Smith*  
James Smith, President

APPROVED: 9/26/2016