

RECORD OF PROCEEDINGS

Minutes of

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held

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19TH REGULAR COUNCIL MEETING

OCTOBER 8 2019

The 19th Regular Council Meeting was called to order by Mayor James Waller after the Lord's Prayer and the Pledge of Allegiance were said.

All Council Members present with the exception of Councilman Tarbet.

Guests: John Ney, Nate Meadows, Denise Freeland, Mike & Ritsuko Lee, Chris Miller, Jack Representative of Carroll County Commander of 1245.

Motion to excuse Councilman Tarbet was made by Councilman Boldizar seconded by Councilwoman Stoller. All voted yea.

Motion to approve the Minutes of the 18th Regular Council Meeting held September 24 2019 was made by Councilman Hannen seconded by Councilman Boldizar. All voted yea.

Motion to approve the financial statement for the month of September was made by Mayor Waller seconded by Councilwoman Stoller. All voted yea.

Motion to approve bills totaling \$341,845.93 for the month of September was made by Mayor Waller made by Councilman Boldizar. All voted yea.

Mike Lee representing the Legion presented Police Chief Chris Miller the Law Officer of the Year. This award is based on the French Railroad.

Denise Freeland thanked all the volunteers for helping with the Octoberfest. The plans are underway for Winter Wonderland. Trying to schedule a meet the candidate's night. November 14 a business after hours will be held at the Roxy from 4-6. Reported on upcoming events for the community.

John Ney representative from Regor Energy. Rates & terms for the electric aggregation need to be decided upon. It was decided to accept the one year rate of 4.97. In the spring rates could be bid and reviewed.

Administrator: Mr. Turske met with Jim Herring from Jefferson Healthplan. The RX program will be through CVS but referred to as RX Benefits. An educational seminar on Oct. 23 & 24 regarding this. It would be beneficial for someone to attend. Mr. Turske has received notice the village has received 100% grant funding that was impacted by the oil and or shale industry. Random Road which the village is responsible for the maintenance is a perfect candidate. I have been in contact with WE Quicksall & Associates presented a quote so the village could apply for it. A certified traffic counter needs put in place. Contingent on the award they would not charge us any money contingent if we do not receive the grant we don't pay them, but if the grant is awarded the village will have them do the design services for the road repair. Everything including design, construction and instruction of administration is covered by the funding which means the village will not pay a penny. Councilwoman Stoller asked if this is along with Union since it runs into Random Rd. Mr. Turske stated yes. She also asked if the water lines would be fixed on Union. IT stated yes. Mr. Turske also received a notice of violation from The Department of Commerce. Regarding the tank removal in 1999 at the Street Garage. An official disclosure was not turned in or misplaced by the contractor. I have been in contact with him and he is searching for it. I have also been in contact with Buster from the initial reach out. If the contractor is unable to come up with that report the Village will have to do what is called an After the Fact Closure Assessment which will have to be done by an Engineering Consulting Firm. This assessment will consist of core samples at the site. If there are no findings the case will be closed. I am giving the contractor adequate time to locate the paperwork. Councilwoman Stoller asked Mr. Turske so you have talked with Mr. McDaniel. Yes I have stated Mr. Turske.

Service Director: Street Dept.:

- Hillview storm sewer project has started, should be completed week of 10/14 weather permitting.
- Champion 10,000/8,000 Watt generator was purchased for \$1029.00 through Home Depot (not available through Lowes).

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- Set up and removed detour for car show.
- Estimate to remove tree in front of 118 Bonnieview is \$450.00.

Water Dept.:

- Responded to EPA letter about sanitary survey on 10/04/19.
 1. Production Well #1 has been out of service since 1986 for unknown reasons. This violation was brought up during 2016 Sanitary Survey. EPA ordered well either be abandoned and sealed or put back online.
 - a. Abandonment: by Ohio Drilling \$3500 - \$5000
 - b. To inspect to put back online: well inspection and flow test by National Water Services \$7120
 - c. If well is able to be put back online then power would be required to be run to the well house as power lines were not installed when AEP updated at some point.
 2. Panic hardware was not installed on entry/exit door of Chlorine Room per the plans submitted to the EPA. The panic hardware was installed on the door and the violation has been corrected.
 3. Contingency Plan failed to address 13 items required by Ohio Administrative Code. Plan of action submitted requiring the contingency plan to be evaluated, updated and converted to digital form by February 1, 2020.
 4. Asset Management plan is incomplete. Plan of action submitted requesting a 120 day extension to complete asset management plan. The Village is also required to have GIS Mapping of the water system completed to become part of the asset management plan. The GIS mapping can be done by Stark Regional Planning or RCAP.
 5. Cross-Connection Control program is inadequate. Plan of action submitted requesting:
 - a. 30 day extension to complete Cross-Connection Control Program.
 - b. 90 day extension to resolve the Minerva Dairy inadequate backflow prevention device.
 - i. Minerva Dairy was notified of the inadequate device on 09/27 verbally and in writing on 10/01/19. Personnel also met with Adam Mueller on 10/04/19.

Waste Water Dept.:

- Minerva Dairy has been dumping increased solids into the sanitary sewer system. Increased solids were noted on 09/26, 10/02, and 10/04. A sample was obtained 10/04 that tested approximately 4000 mg/L Total Suspended Solids (TSS) which is 16 times permitted discharge. Minerva Dairy is permitted to discharge 250 mg/L TSS. Dairy will be billed for 10/02 incident however not for 9/26 or 10/04 incidents as no samples were obtained. Overtime has been needed to treat the increased waste and solids load on the WWTP. WWTP plant is again requesting a composite sampler be installed at the dairy location to adequately bill for incidents.

Park Dept.:

- Prepared Brock/Muni Park for Oktoberfest, trash collection and disposal during event and clean-up.
- Brock Park's north walk bridge was opened 10/04.

Swimming Pool:

- Pool has been winterized.
- Bath house will be winterized in the upcoming weeks.

Zoning:

- Received attorney inquiry for a prospective buyer in reference to zoning questions at the 825 Valley St. vacant property.
- 1000 Valley St- overgrown areas.

Miscellaneous:

- Lincoln Way water main contract documents are complete. SET, Inc. intends to start project in late October.
- In communication with TGC Engineering on expected charge orders of Lincoln Way water project.

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JT stated Production Well #1 was taken out of service in 1986 for unknown reasons the EPA violated the village for this and we need to either abandoned or put the well back on line. We did receive a quote for abandonment depending on materials is \$3500- 5000. To figure out why it was taken out of service \$7100 then if it is decided to inspect the well and put it back in service depending on the flow test electric would be needed. Service was not ran to that well. The estimate by National Water Service, remove the pump, test it survey the well a complete inspection. Councilwoman Stoller asked if this well was inside or outside the water department. JT stated inside at the current well field. JT stated if the well is abandoned we cannot drill another well in that area. If the decision to abandon the well and something happens to one of the three wells then we would have to drill a well of site somewhere and be really extensive due to having to treat the well before putting the water in the line, or running a line back to the plant which could be millions of dollars. Councilwoman Stoller asked if we knew why it was put off line. JT stated there is no documentation. Steve has been trying to find out for several years. Councilman Hannen stated Steve's preference would be not to abandon the well. JT stated no. The EPA gave the option abandoned or put it back on line. It would help the other three wells and this would help to alternate the wells. Once they do the inspection the flow test is adequate then electric and back on line. Councilwoman Stoller asked JT if we were 100% sure that the waterline goes through the Weir property? Have we found it? JT stated we know where it's at.

Law Director: No report

Mayor: No report

Old/New Business

Ordinance No. 26-19 an Ordinance authorizing the Village of Minerva, Ohio to sell personal property not needed for public use, obsolete or unfit for use by internet auction pursuant to ORC Section 721.15.

Third reading

Motion to hear third and final reading of Ordinance No. 26-19 was made by Councilman Hannen seconded by Councilman Boldizar. All voted yea.

Motion to have third and final reading of Ordinance No. 26-19 was made by Mayor Waller seconded by Councilman Hannen. All voted yea.

Ordinance No. 28-19 an ordinance accepting the second amendment to Master Agreement with Interstate Gas Supply, Inc. as the retail electric generation provider for the Village of Minerva Electric Aggregation Program, and Declaring It An Emergency.

Motion to hear first reading Ordinance No. 28-19 was made by Mayor Waller seconded by Councilman Boldizar. All voted yea.

Motion to approve first reading of Ordinance No. 28-19 was made by Councilman Boldizar seconded by Mayor Waller. All voted yea.

Motion to suspend statutory rules of Ordinance No. 28-19 was made by Councilman Hannen seconded by Mayor Waller. All voted yea.

Motion to have second and third readings by title only of Ordinance No. 28-19 was made by Mayor Waller seconded by Councilman Hannen. All voted yea.

Motion authorizing the Village Administrator, Philip Turske to enter into an agreement with Software Solutions to purchase five (5) workstations at a cost not to exceed \$11657.00 was made by Mayor Waller seconded by Councilman Hannen. All voted yea.

Motion authorizing Village Administrator, Philip Turske to enter into an agreement with W.E. Quicksail & Associates, Inc. for grant writing and design engineering services for the Union Street Paving Project at a cost not to exceed \$15,000 was made by Mayor Waller seconded by Councilwoman Stoller. All voted yea. Councilwoman Stoller asked if this includes all Union all the way up to Random all the way to the top. Mr. Turske stated yes as far as the grant authority will allow us to go. Does it say Random road in the agreement as well asked Councilwoman Stoller? Mr. Turske stated we do not have an agreement before us that's why we did not pass it as an ordinance we have the quote.

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Chris presented the quote for a new police interceptor at a cost of \$35738.70. The equipment package cost estimate is \$12601.33. Total of \$48340.03. Councilwoman Stoller asked why we go with Hall Public Safety. Chris stated when Ford had a problem with the exhaust coming back into the cars they determined the problem was from the outfitters not sealing the cars properly. When the vehicles were inspected the representative wanted to know who installed the equipment and stated that was the best installation he had seen.

Councilman Boldizar presented a picture of the signs that will be placed by the welcome to Minerva signs. A cost of \$540 for four signs.

Councilwoman Stoller suggested for the next meetings the employee handbook needs to get accomplished by the end of the year. Mayor Waller stated by the end of the year. Councilwoman Stoller stated yes, whether we meet at 6 PM or hash it out on an off Tuesday. Mayor Waller stated we are still operating aren't we. Yes with the old one, this is the new one we are updating.

Councilman Hannen stated discussion at the fire department on cutting back on their expenses. It was brought up that at one time the fire department worked with the village to purchase the fuel and use our tank and purchase the fuel from the village.

Patti stated Brandon DeNoon would like the village to purchase 30 pool chairs, 6 tables & umbrellas. Prices will increase after November. Pool expenses this year was \$75134.55. Revenue was \$35063.11.

Motion to adjourn was made by Councilman Boldizar seconded by Councilman Hannen. All voted yea.

The next Regular Meeting will be October 22 2019.

Attest:

Brenda Albaugh Clerk of Council

James B. Waller Mayor