

Board of Public Affairs Meeting Minutes

Tuesday, October 25, 2016 @ 6:30pm. @ Muni. Bldg.

Bm. Jeff Hostetler called the meeting to order.

Members present: Bm. Jeff Hostetler, Bm. Russ Watkins, Bm. Randy Watkins, Sewer Supt. Marcus Allen, Streets Supt. Jason Flory and Fiscal Officer Pam Hostetler, presenter and taking the minutes.

Bp. Jeff Hostetler asked for approval of the last Board of Public Affairs meeting minutes from September 27, 2016

A motion was then made by Bm. Russ Watkins and 2nd. By Bp. Jeff Hostetler to approve the meeting minutes from September 27, 2016.

Roll Call

All in favor

Motion carried

OLD BUSINESS-

1. Medina/Euclid St. Waterline Improvement Project update:
 - Poggemeyer Design Group received signed contracts back from Wenger Excavating Friday, October 22, 2016.
 - We will have a pre-construction meeting either next week or the following week.
 - The project was approved for the base bid and spring motor paving.

NEW BUSINESS-

1. Bp. Jeff Hostetler presented the four (4) Engineering firms that sent in their qualifications for the engineering contract that will expire December 31, 2016. A discussion was held.

A motion was then made by Bm. Randy Watkins and 2nd. By Bp. Jeff Hostetler to approve the Engineering bid qualifications from Poggemeyer Design Group and recommend to Council.

Roll Call

All in favor

Motion carried

Water/Sewer Supt. Marcus Allen

1. Marcus reported that he has received a quote from Agri-Sludge to haul the old water filter media. \$50.00 per wet ton. We have approx. 20 ton. If we have to get a new analysis it will cost \$1,000.00. A discussion was held. Jason Flory will call the landfill in Zoar and see what the cost would be to haul it ourselves and also see if we need an analysis.

A motion was then made by Bm. Randy Watkins and 2nd. By Bp. Jeff Hostetler to approve up to \$1,000.00 for cost of media analysis if needed.

Roll Call

All in favor

Motion carried

2. A discussion was held concerning partial payments for water shut offs and other payment concerns. Pam Hostetler will contact the Solicitor concerning adopting a policy to require cash or money order payments from customers that continually use the system by presenting bad checks so that their water doesn't get shut off. Bp. Jeff Hostetler advised Marcus and Jason that it is time now to dig up these shut offs that are buried. The Board agreed that this needs to be done now.

Bp. Jeff Hostetler –

1. Jeff asked for approval of the September 2016 Finance reports.

A motion was then made by Bm. Randy Watkins and 2nd. By Bm. Russ Watkins to approve the September 2016 Finance reports.

Roll Call

All in favor

Motion carried

Streets Supt. Jason Flory –

1. Jason reported that he is out of #8 gravel and would like to purchase from J & J Elite for no more than \$1,500.00. A brief discussion was held.

A motion was then made by Bp. Jeff Hostetler and 2nd. By Bm. Randy Watkins to approve no more than \$1,500.00 out of Water Fund to purchase #8 gravel from J & J Elite.

Roll Call

All in favor

Motion carried

Bp. Jeff Hostetler asked for approval of invoices and vouchers for totaling \$26,381.73.

A motion was then made by Bm. Russ Watkins and 2nd. By Bm. Randy Watkins to approve paying the invoices and vouchers totaling \$26,381.73

Roll Call

All in favor

motion carried

A motion was then made by Bp. Jeff Hostetler and 2nd. by Bm. Russ Watkins to adjourn the meeting.

Roll Call

All in favor

Motion carried

Next meeting November 15, 2016 @ 6:30pm. @ Muni. Building.

Respectfully Submitted,

Pamela J. Hostetler, Fiscal Officer