

## BOARD OF PUBLIC AFFAIRS MINUTES

### Village of Burton

January 23, 2018

Mr. Neill called the meeting to order at 7:04 pm.

**Roll Call:** Jeremy Neill – present, Curt Johnson- present; Tim Barber – not present

**Council Representative:** Joe Hernandez, present

**Visitors:** Mayor Jim Koster, Jim Newell, Andy Hartman, David Ondrey, Lisa Hernandez

#### **Pledge of Allegiance**

#### **Recognition of Visitors**

Mr. Jim Newell from Clearwater Operations and Maintenance was in attendance to discuss how Clearwater Operations and Maintenance might be able to assist the Village with the operation of Burton Village's Water and Wastewater Treatment Plant.

#### **Cashier's Report**

Monthly water/sewer bills were sent out today. Mrs. Hernandez is now doing final readings with the handheld.

#### **Solicitor's Report:**

Mr. Ondrey has received the LSSV, Deficiencies/Violations EPA letter. Mr. Ondrey approved of Mr. Paquette's response letter to the EPA. Mr. Ondrey also received a copy of the "No-Operator" letter, to be discussed. The EPA noted during their site inspection that there were no operator records to be found. Both Mr. Neill and Mr. Paquette verified that Mr. Rhoades had since returned all the records.

Mr. Hernandez pointed out that the Village has 30 days from the date of the letter to respond to the EPA. Mr. Neill noted that the Village will do its due diligence to respond in a timely manner to address the issues at hand.

#### **Engineers Report:**

Mr. Hess was not present to report.

Mr. Neill has advised Arcadis to hold off on any actions listed on the contract amendment until the current situation at the plant has stabilized. Mr. Neill feels that he was given incorrect information regarding the pumps that will be used and their application, and would like to speak to Mr. Abdou Abdallah in more detail regarding this matter.

Mr. Ondrey asked if the change amendment to the Arcadis contract had been presented to Council. Mr. Paquette will present it to Council at their next meeting on February 12, 2018.

#### **Fiscal Officers Report:**

Mr. Johnson made a motion to pay approved bills; seconded by Mr. Neill. By voice vote, the motion passed.

The minutes of the January 16, 2018 meeting will be approved at a later meeting.

## **Operators Report:**

Mr. Hartman updated the Board on recent repairs that have taken place at the plants. The High Service Pump #2 is now running on auto; the pressure issue has been fixed; the #1 pump is now working; and the new chlorine pump will be in next Tuesday. Also, AgriSludge will be out tomorrow to remove the sludge. Mr. Neill confirmed with Mr. Paquette that there were enough funds in the budget to cover the cost of these trucks (approximately 4-5 trucks). Mr. Neill added that sludge had not been removed from the plant since October, and that basically, the plant is overloaded with solids. Mr. Hartman also noted that an electrician will be out on January 24, to address various issues that need attention.

Mr. Hartman reported that the monthly samples were sent in, with help from Mr. Johnson. The Village is once again using the Geauga County Lab for testing, and no longer using Alloway. The Geauga County Lab will also assist on monthly reporting.

Mr. Neill noted that the ferric chloride tank at the wastewater treatment plant was completely empty – supplies should have been re-ordered when the level got down to 75 gallons, but this had not been done. Mr. Neill instructed Mr. Hartman to have all of the chemicals at the water plant topped off.

Mr. Neill added that field agents from the EPA came out for a site inspection, and feel comfortable with the way Mr. Hartman is carrying out his duties, as long as Mr. Neill continues to meet with Mr. Hartman to oversee operations. During the inspection, it was noted that one of the High Service pumps was not working, but that was fixed today. There was also an issue with the flowmeter at the wastewater plant – it was not reading. This could be due to the recent power outage from a few weeks ago. This is fixed now. There are also two blowers at the Wastewater plant that will be checked out tomorrow.

Mr. Neill would like it noted that the Village of Burton is doing everything possible to bring the plant up to A+ standards. Mr. Neill thanked Mr. Hartman for his dedication, and all of the Village employees for working together as a team through this difficult situation; Mayor Koster agreed.

## **Old Business:**

Mr. Ondrey advised that although the Board will need to appoint a new chairperson, if Mr. Neill agrees to continue on as acting board chair until a new person is appointed to the Board by the Mayor to fill Mr. Barber's vacant seat, that would be the best course of action to take. Both Mr. Neill and Mr. Johnson agreed that Mr. Neill would continue on as acting board chair. Mayor Koster is willing to reach out to Mr. Barber, to see if Mr. Barber would consider returning to the Board.

## **New Business:**

Mr. Jim Newell, of Clearwater Operations and Maintenance from Chagrin Falls, introduced himself and gave some background on his organization. This organization was established 4 years ago is comprised of 8 certified operators. Clearwater Operations and Maintenance takes care of 6 communities, and the rest are privately owned. Clearwater services both water and wastewater systems. Mr. Newell agreed to provide the Village with a proposal by Thursday, January 25, 2018.

**Executive Session:**

Mr. Neill made a motion to enter Executive Session at 7:38 pm to discuss Personnel, namely whether to contract for professional services for water/wastewater operations with Clearwater Operations & Maintenance; seconded by Mr. Johnson. Jake Neill, yes; Curt Johnson, yes.

Mr. Johnson made a motion to leave executive session at 9:05 pm; seconded by Mr. Neill. By voice vote, the motion passed.

There will be a special meeting of the Board of Public Affairs on Tuesday, January 30 at 7:00 pm to consider the potential contract between Clearwater Operations & Maintenance and the Village of Burton, and any other issues that come before the Board.

**Adjournment:**

Mr. Neill made a motion to adjourn, seconded by Mr. Johnson. By voice vote, the motion passed. The meeting was adjourned at 9:14 pm.

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BPA President

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Clerk