



Utilities Commission
Commission Meeting

Minutes

February 2, 2021
8:30 AM

CALL TO ORDER

Attendee Name	Title	Status	Arrived
Brian Ball	City Engineer	Present	
Richard Dzik	Safety Service Director	Present	
Mathias Orndorf	Director of Public Utilities	Present	
Keith Burley	Alternate Member	Present	
Elizabeth Doolittle		Present	

Others in attendance: Tammy Woods, City Council; Robert Broeren, Director of Law; Lindsay Hoar, Recording Secretary

MINUTES APPROVAL

- Utilities Commission - Commission Meeting - Jan 5, 2021 8:30 AM

Mr. Burley was excused from voting due to Ms. Doolittle being present.

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Mathias Orndorf, Director of Public Utilities
SECONDER:	Brian Ball, City Engineer
AYES:	Ball, Dzik, Orndorf, Doolittle
EXCUSED:	Burley

ADJUSTMENT JOURNAL

- Adjustment Journal

Mr. Dzik brought up the discussion regarding Cooper Park and changing them to 5/8 meter rate is in this.

- Motion to Accept the Adjustment Journal

Mr. Burley was excused from voting due to Ms. Doolittle being present.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Richard Dzik, Safety Service Director
SECONDER:	Brian Ball, City Engineer
AYES:	Ball, Dzik, Orndorf, Doolittle
EXCUSED:	Burley

NEW BUSINESS

Water Plant Projects

Mr. Ball said for two years we haven't done any significant studies or work on the Water Plant, maybe longer.

Mr. Orndorf agreed.

Mr. Ball said yesterday we met with Ken Griffith, Assistant Director of Public Utilities; David Hall, our Chief Operator and three folks from Hazen & Sawyer. I don't think Mr. Burley, Ms. Doolittle or Ms. Woods have been to the Water Plant, have you?

Mr. Burley responded he has not but it's on his list.

Ms. Woods has been to the Water Plant.

Mr. Ball said the front end of the Water Plant is our area of interest. Where we add the lime to the clarifiers, the lime slacking system is failed and they've got several work arounds. The gear box is broken on one of the clarifiers. They're working on some emergency repairs. We only use one at a time. What we'd like to do is get the process started of modernizing that front end of the plant. What Mr. Ball has asked Hazen & Sawyer to do is provide a very small letter report with some recommendations. They've done a lot of this kind of work for other cities. We can have them give us a letter with some opinions. We asked them also to recommend three to five places we could go tour once Covid has slowed down, for our Chief Operator and staff to see if this is something we'd like to install or replace our existing system with. If you've been out there when they're actually adding the lime, it's a lot of manual labor. The in ground system has been broken. Those are the kind of things we're looking at for the Water Plant.

Mr. Orndorf said the in ground system has been broke for twenty years. They did not bury it deep enough to keep it from freezing so the first winter the parts that were put in place were done. Besides the fact that it builds up with calcium and there's no way to clean the pipes that are in the ground and going up the side. Every time they get lime they have to clean all the stuff that services the system that goes from the lime slaker to the clarifiers. All of that stuff has to get cleaned every time they do it, which will probably continue unless we can get that lime system above the clarifier so it can be gravity fed. That's one of the things we've been discussing. Also, what we have the lime machines are probably oversized and it makes problems with the accuracy of how much lime is delivered at the lower rate that we run most of the time. There's a lot of issues there. I'm sure some people have heard we've had some issues with those clarifiers in the past, past Council has viewed them at least once that I know of. There was a lot of voids in those clarifiers when they were built and a lot of work's been

done to keep them going. We need to do something out there.

- Motion to Hire Hazen & Sawyer to Provide Us With a Letter Report and a List of Options Related to Lime and the Clarifiers at the Front End of the Plant

Mr. Burley asks what the cost is and the timing.

Mr. Ball responded \$12,000 - \$15,000 and it would be rather rapid. We're asking them to tap into work that they've already completed for the City of Columbus and other customers and give us a summary of some of the studies that they've already completed.

Mr. Orndorf said he believes between the Chief Operator plus the other people involved, we should be able to keep that price down. We have lots of information and should control them a little bit.

Mr. Ball said most of that work's already done. They spent three (3) hours with that group yesterday. We had a very good session with them, it may even be less than that. Mr. Ball does not want to under estimate. I asked them to prepare the estimate. We just want to get it started this month.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Brian Ball, City Engineer
SECONDER:	Mathias Orndorf, Director of Public Utilities
AYES:	Ball, Dzik, Orndorf, Doolittle
EXCUSED:	Burley

Schnormeier Event Center Fire Line

Mr. Ball said the Ariel-Foundation Park, the Foundation Park Conservancy is managing the park. They have an endowment fund to help with the maintenance, however the park is still owned by the City. The Foundation Park Conservancy decided they wanted to add the garage doors so that the Schnormeier Event Center is more easily usable during inclement weather. By adding the doors, they triggered a State requirement to add a fire suppression system. Obviously, the Foundation Park Conservancy didn't want to add the suppression system and has argued with the State and they have gotten two temporary stays on the fire suppression system. The State will be revoking their occupancy permit sometime this November if they do not have a water connection to a fire suppression system. The Conservancy is paying for the sprinkler system inside the building. They have asked that the City would bring a waterline to the building. We took this to City Council and we said they we would install a waterline to the building and do a loop connection through part of the neighborhood in Clinton Township in order to pick up some customers to help share the cost since at this point the City and the Foundation Park do not pay for any water service. City Council forbid us from connecting to any additional customers. They authorized the design of the waterline. They did not authorize us to get any new customers in Clinton Township with this waterline.

Mr. Dzik said this was in 2019.

Mr. Ball said the Foundation Park Conservancy is requesting that we build them a waterline and they would also like to have three phase power which would be a second line, it would just have schedule 80 PVC pipe parallel to the waterline, not in the same trench. Those were put into the City Budget for Capital Improvements. They did not make the City Budget for Capital Improvements and they were moved to the Utility Budget. That's something this group would have to approve. We have the plans completed, this is a small purchase so we are asking four of our local construction contractors to give us a price to install the waterline and power line conduit where we would be using our supply contract for waterline to buy the materials.

Mr. Dzik asked what the typical charge is on a fire line.

Mr. Ball said there's a connection fee and then a monthly fee.

Mr. Orndorf can't remember what the capacity fee was for that size line. It's a monthly charge for a fire line. The minimum is a \$40 charge.

Mr. Dzik asked if there was a wastewater fee on a fire line.

Mr. Orndorf said there's no wastewater charge on a fire line only.

Mr. Dzik asked for thoughts from the committee on putting in this fire line to the event center at Foundation Park.

Mr. Burley recalled some of the conversation from Council in 2019, they didn't want to force neighbors to take water if they didn't need it.

Mr. Ball said he didn't think they wanted the water service availability if folks did not want to hook up.

Mr. Ball said the design of this waterline is basically A to B. It goes from the transmission main for the industrial park, directly to the Schnormeier Event Center and it is not adjacent to any home owner's alignment where we have it designed.

Mr. Burley asked where it runs from and to - well we know where it goes to.

Mr. Ball said at the intersection of Norton and Neal and the Heart of Ohio Bike Trail. It attaches to the 12" main and it runs down Neal and on the south side of the Schnormeier Event Center.

Mr. Dzik said we want the Conservancy to continue to operate that event center. Given the 2019 discussion, this is not the ideal method of getting water to the suppression system but it seems to be the method that is available to us. Mr. Dzik does not think there's really time to go back and rehash the 2019 debate about an actual line. Barring any massive changes, they've gotten a lot of extensions. They're going to have to close that event center in November if we don't start work in the next month or so.

Mr. Ball said they don't want us to work through the summer.

Mr. Burley asked if this ties into any of the work connecting Buckingham Electric and some of those other properties.

Mr. Ball said no. Because of the requirement from City Council, that effort is completely separate from this project. By pricing this out at the same time as the Phase I for Buckingham, we may get the same contractor and you would be splitting mobilization because the projects are nearby. Still they are completely separate.

Mr. Orndorf asked if we would be able to connect this to the line that's going to Buckingham to create a loop.

Mr. Ball said no. It will be a dead-end pipe that goes from the transmission main to the Schnormeier Event Center and that's it. The problem we came into from a design perspective, originally we were going to connect to the transmission main, go to the Schnormeier Event Center and 'T' and go down Pittsburgh Avenue but because of the glass factory, there is at least three, if not five, large gas lines between the Schnormeier Event Center and where we need to connect to the Pittsburgh Avenue/Buckingham. Once we started our coordination with Columbia Gas, Trans Canada, Ohio Cumberland Gas, we realized it would be very difficult to get across their facilities and so the restraint that Council put on us was parallel to the restraint of what's underground on site. It honestly was not a bad decision that Council made, but they didn't know there was a large grouping of gas lines on site. It really made us go back and sharpen our pencil before we jumped into design, which was a good thing.

Ms. Woods mentions that this was Council two years ago.

Mr. Ball said yes, that was a previous Council, 2019. I'm saying, it's not necessarily a bad decision. We would have come to the same design absent Council. We may have looked at cutting down a side street and going back to Columbus Road but Mr. Orndorf and Mr. Ball did a drive around, we knocked on doors and the three people we would have been connecting, two of them said no. I don't think there's any criticism. It's just where in the City Budget the fire line would come out of is the only issue. Mr. Ball did not have a copy of the contract between Foundation Park Conservancy and the City handy but they've paid over \$50,000.00 to have a fire line installed. They've paid over \$20,000.00 to have the structural steel updated to handle the building being closed. They're putting forth a significant amount of money toward this facility. They've obviously paid for the doors, so we're looking at sharing the cost of the project by installing the fire line and this power line. The second phase would be to work on some of the drainage issues on the site.

- Motion to Move Forward on Installing the Fire Line to the Schnormeier Event Center

Mr. Burley was excused from voting due to Ms. Doolittle being present.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Richard Dzik, Safety Service Director
SECONDER:	Mathias Orndorf, Director of Public Utilities
AYES:	Ball, Dzik, Orndorf, Doolittle
EXCUSED:	Burley

OLD BUSINESS

95 Accounts and Loans

Mr. Broeren said what he knows is after the last meeting; back in 2020 City Council authorized the city and Safety Service Director to apply for a loan so that we can extend the water to a trailer park off of Sandusky Street (correction - Harcourt). For doing that the question became, does the Utilities Commission have the authority? In general, the research

that Mr. Broeren did shows that it appears to be something that is not forbidden to utilities like the Mount Vernon Water and Wastewater Department by the Revised Code. Mr. Broeren could not find but did not do a fully exhausted search, authority under our own ordinances to do a general program like this. However, the ordinance that Mr. Broeren drafted to allow us to make the application is broad enough to allow us to do the loans based upon the language of the specific ordinance for that. If the Water/Wastewater Department wishes to do a more generalized program, we're going to have to probably come back with new legislation for council to do that.

Mr. Dzik said this is good news. I know we really want to move forward on getting this loan if we can and getting that trailer park in our system. What I'm hearing is we've been making these loans in the past and we probably need some language in our Rules & Regulations to authorize that on a more broad scale.

Mr. Broeren thinks we need to go back to council so that they specifically authorize the Water/Wastewater Department to create the Rules & Regulations to do that.

Mr. Ball thinks we need some kind of framework to say what happens if people don't pay or help us with some guidance on the collection process. I think people have paid those loans in good faith but I don't know if we have any outstanding.

Mr. Orndorf has one that has not paid yet. The other ones have been paying, some of them are still behind but in most cases, they're being paid or already are paid off early.

Billing System

Mr. Orndorf thinks the rates are going to be all right. Glen did not think it was going to be an issue. The invoice cloud, Mr. Orndorf sent an email last week for the last two questions that Mr. Scott had on the Chase contract - he has not received an answer back yet. We would like to get on this invoice cloud so that we can eventually get the utility authority to do total program at some point. The Stormwater increase has already been put on.

Mr. Dzik said so everyone knows it's a \$1, it went from \$4 to \$5 for this year.

Mr. Ball said we're going to do an in-house training hopefully Thursday afternoon, Emily McKinley our consultant. We're going to be taking the multiple slide decks that we presented at the Public Meeting and to Council, we've broken that down to go over that related to Wastewater and Stormwater with Mathias' ladies in the billing office and that will be Thursday. If Ms. Woods, Mr. Burley, Ms. Doolittle would like we can send a Google link if you would like to observe. We're all going to be in person but if you want to set it up.

Ms. Woods would like to participate.

Ms. Doolittle would like to view but will not be there in person.

Monthly Leak Detection Metrics

Mr. Orndorf said we are working on getting all of the city buildings updated; it's going to take a while. We have lots of city buildings that we have no idea how much water they are using. They're broken meters or no meters at all. Mr. Orndorf is looking at 42% of the water he can account for by the billing system right now. That's what was sent out in December.

Mr. Burley said that's less than our previous message. We could account for 50%.

Mr. Orndorf said we had a couple of leaks and he wonders if that may have played into. We

have a couple of big leaks.

Mr. Dzik said this is something Mr. Orndorf has had on his plan for a while. It wasn't a top priority that was starting to track water usage for city facilities. He's moving that initiative up so we can try to figure out what's being used.

Cooper Progress Park

Mr. Dzik said there is a pretty significant amount of water being lost at Cooper Park that is going to take them some time to figure out.

Mr. Orndorf said that leak is still going on. We've tried to shut those valves down. We are having no luck with those valves. The meter's still showing usage on it twice a day, the big meter in front of Cooper's building.

Mr. Burley said his discussion with Jeff Gottke was his understanding was there wasn't a leak in the Cooper Development Park side. So you couldn't shut it off because there's no other shut-off valve. I guess I was just following up, is there a leak or not. In Jeff Gottke's mind, there's not a leak but it's showing usage.

Mr. Orndorf replied that our valve and our meter are on the east side of the sidewalk. Inside the building, they have their shut-off before their back flow. They've shut that off, we've shut off the valves that are in the vault and there is still water usage twice a day, except for one day a week when it gets once a day. For most of the day, there's no usage down there and then within a one-hour period it uses 3,500 gallons. There is something hooked to that line because that meter is not going to not work all day and then for one hour show a bunch of usage. Something has to be connected in there. We can't see, it's underground. It's either connected before them or the valve that they're shutting off does not shut all the way either. We know that those valves are old that we have, probably were put in by Cooper in the day because they probably had to pay for all of that. These aren't small valves and in order to replace those valves we would have a major shut down of that area of town or we would have to do some installing of some inserta valves. Mr. Orndorf is looking into this but he doesn't want to go throwing in a whole bunch of money because they may be using water for something they don't know about. It's going somewhere. And they also have a small leak on their fire line in the back and it's using water and they're not paying for it because it's on a fire line. I'm showing there's a meter in there that they installed and it is showing usage. I can't remember how much it's using a month. It's a big mess down there. There's an old system for the fire suppression that they had before when they have the tower. Then they've interconnected things with the city. There may be connections we don't even know about. We have their maps and we have our maps.

Mr. Burley said he's going to ask Jeff and Mr. Orndorf, Mr. Burley's impression from Jeff is that there is not a leak and that it can only be fixed by replacing the meter that seems to be providing this. I'll talk to Jeff as well but he doesn't think that there's a leak.

Mr. Ball said Gambier had the same discussion. Old meters slow down; they don't speed up so likely it is using more water than what the meter is showing.

Mr. Burley is not saying there's not a leak, he's just saying based off the email he got from Jeff, they've stopped looking because they think this is a city meter issue. We need to close that gap. Mr. Burley was just seeing if what he was hearing from Jeff aligned with Mr. Orndorf and they don't.

Mr. Orndorf said when they started this project two years ago, started shutting down everything, there's another line that comes in over by the Credit Union and there's issues with the line going in there. I don't know if we've ever really sorted that out either.

Mr. Burley does not think everyone's in agreement, based on what I've heard we just need to get the parties back together because he's hearing two different stories.

Mr. Orndorf talked to Steve Benedict this last week.

Mr. Dzik said it's going to take some more (inaudible) before we have a final answer. Mr. Gottke has his theory; obviously, we're working to find out exactly what it is. Meters don't run for no reason so there's water going somewhere.

Mr. Burley said it didn't all jive with him and that's why he asked.

Mr. Ball said one separate issue, Mr. Ball would like to get some student interns or try to free up some staff and get out there and start inventorying all of the utilities as far as our domain; Wastewater, Stormwater, Water. Our maps are massively incomplete. They're relying on old sketches and memories of people that don't work there anymore. It's very possible that in getting this facility rented, we're going to be re-platting streets and taking over some of these old systems that are in these vacated right-of-ways. We need to get as good of a handle on this as we can. To Mr. Burley's point, there could be a lot of theories of what's going on underground. Until we actually go out there and dig it up and look at the pipes and look at how they're connected - these are only theories.

Mr. Burley asked if we can camera waterlines.

Mr. Ball said we can camera waterlines. We have to shut them down and cut them open.

Ms. Doolittle said she knew there was lots of restrictions in the lease/sale that prohibited digging anywhere near those buildings so she just wanted to make sure Mr. Ball was aware of those.

Mr. Ball said he is fully aware. There is an emergency clause. Plus, the meter is in the right-of-way.

Mr. Orndorf said yes, it's underneath the sidewalk by the edge of the road.

Mr. Burley asked if any of the work on Sandusky Street be able to tie into replacing the meter.

Mr. Orndorf said that is farther down; there is a valve in between the two.

Mr. Ball said the primary feed for where we're working now is Pleasant Street; Pleasant Street feeds north so this is south of Pleasant Street so it would be a separate shut down.

Hawthorne and Hillside Apartments

Mr. Dzik thought there was some disagreement about a fix up there. Asked Mr. Orndorf for an update.

Mr. Orndorf said Hawthorne had their leaks fixed, except from maybe on small one. Hillside, Mr. Orndorf needs to call that guy back. They have not fixed the leak; they have just mitigated the leak by putting in some drainage and sending all of the water elsewhere. Mr. Orndorf is going to talk to them and see what their plan is. If they're not going to do something then we're either going to have to turn their whole water off until they comply or we'll have to put in a master meter somewhere else and then start billing them for all of the water that they are wasting.

Mr. Dzik asked if there was conversation at some point about sending them a notice to fix and then we go in, repair it and charge them.

Mr. Orndorf said he did not think we should be doing that. These leaks could be underneath their buildings. He does not think it's a good idea for us to be working on their waterline in that capacity.

Mr. Ball said we could install the master meter and invoice them for that cost.

Mr. Orndorf said technically we probably need to bring Mr. Broeren in and start a process. Mr. Orndorf was hoping if he calls this guy back, talk to him, he could motivate them to take care of it on their own.

Ms. Woods asked if they would get charged for putting in the meter.

Mr. Orndorf said he hope that somehow we could recuperate that cost because we'd have to put a vault in and some valving. It's not going to be a cheap process. It's a six-inch line that feeds that apartment complex.

Ms. Woods said maybe if that were part of the conversation that they know that's going to be part of their costs too.

Mr. Dzik asked if Mr. Orndorf needs authorization from this commission to move forward with that if that's what he determines that's what we have to do or can he just do that administratively.

Mr. Orndorf said he hasn't had to do it before. He'll run it by Mr. Broeren.

Mr. Dzik said he's prepared to recommend a motion now that he moves forward if they don't agree. Hopefully, the determination of this commission could motivate them as well.

Mr. Ball said we send them a violation notice.

Mr. Dzik agreed, we go through all of the steps. They can know going into it that as a commission, if they do not fix the issue then the decision's already been made that we're going to put in a vault and meter, charge them for their water and vault.

Mr. Ball asked if that would be Hawthorne and Hillside.

Mr. Orndorf said Hillside is the one that's not doing - Hawthorne actually had a plumber in and fixed all of the leaks except for maybe one. Mr. Orndorf was out there, there was still a soft spot, but that ground was so saturated he's not sure that it was a leak or it was still being saturated from when there was.

- Motion to Authorize the Director of Utilities to Install a Master Meter and Appropriate Appendages at the Hillside Apartments With the Intent of Billing Them for the Costs

Mr. Dzik said if through the agreement with the property owner, Mr. Orndorf determines that it's now no longer necessary, obviously that's fine. What we're giving authority to is if he determines that's the way we have to proceed and working with the Law Director going through the right process, at least we've made a decision that the property owner knows exactly what's going to come.

Mr. Orndorf said he and Mr. Ball have already talked about this situation and decided that in the future, if people want to put in some kind of complex like this they are going to have to put in a master meter plus their regular individual meters. That would alleviate this problem in the future.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Brian Ball, City Engineer
SECONDER:	Richard Dzik, Safety Service Director
AYES:	Ball, Dzik, Orndorf, Doolittle
EXCUSED:	Burley

Water System Rate Study

Mr. Burley said his question is if we anticipate a rate increase on water next year but it hasn't been done for a while. Is that something we should initiate?

Mr. Dzik gave an update. When we sent our Wastewater documentation to Mr. Scott, we also sent the water rate. We need Mr. Scott to review that and we can start discussing. Mr. Dzik would like to have a recommendation from this commission by summer. To the point of whether we anticipate an increase next year, Mr. Dzik would like to look at the numbers and make sure that we're doing something small, regularly to keep us in the black. Mr. Dzik would anticipate that there's going to be something. He's hoping that because we've done the work on the waterside before and it's not going to be significant.

Mr. Ball said we need Mr. Scott to program in the actual expenses, actual income of the last several years and then we can start to build the forecast with our construction projects and expenses. It shouldn't be a big effort. Mr. Ball doesn't want to throw out a number but just a small amount to keep up with the cost of living.

Mr. Dzik thinks we created a plan in that for line replacement. Maybe we need to look at if that's aggressive enough.

Mr. Ball said we need to revisit as a group, the logical extensions to the system, the line replacement and then there are these things at the plant - the stockpile of lime that hasn't been cleaned out, some maintenance on the front end of the plant. Looking at adding a southern water tower to increase our reliability. Some of these things we've move down the road and we got some of them done. We're in better shape than our wastewater department.

Mr. Dzik said he's hoping by the March meeting we can have a full rate study for this commission to consider.

Water Plant**Distribution System**

Mr. Burley's question with Distribution was are there things beyond the normal replacement program that are in the thought process. Again, as we look at a rate study, what do we need to think about? At the time, part of that was the breaks we had on Gambier Street.

Mr. Orndorf said they set up a pressure logger at Owens Corning two weeks ago. We'll be getting that information in. As it warms up we'll get some pressure loggers out in the system - try to see where our pressure wave is coming from. Owens said they won't be ready until about the second week of March or after the first week, before we can start running the next test. Guys are still trying to come up with more ideas on how to alleviate any issues that we might have.

Digester Update

Mr. Orndorf said the temporary screen has been put in. They're working on filling it. It's a gradual process. We are not to a point (inaudible). It's just a matter of time - there's a lot to fill out there. It was completely emptied and cleaned out and we've moved on to having them working on emptying and cleaning one of the holding tanks next. Along with that, as soon as we get some more stuff done and the weather breaks, we will get on the rest of the phosphorus test.

Mr. Dzik asked where we are on the final plans for the full overhaul.

Mr. Ball said we've got the scope of work to do the EPA paperwork for the loan. Mr. Ball will get that reviewed and to Mr. Dzik. Our consultant is working feverishly; they were inside the digester for a full inspection. They were getting some final measurements in the buildings. Mr. Ball's guess is within the month of February we will have an 80-85% design for the heat exchangers, digester overhaul project.

Mr. Dzik asked if approved for that loan, would it come through this year.

Mr. Ball said it would be a really good idea to get that moving this year because then we could operate the digesters for one water season before having to start treating for phosphorus. We would expect at a reasonable pace, we could actually be out to bid and maybe out to construction this fall. We've never done this EPA paperwork.

Phosphorus Update**Wastewater Inspection & Mapping**

Mr. Ball said he's spent quite a bit of time with Mr. Griffith. Most have seen the heat map that was created for waterline breaks. Mr. Griffith and Mr. Ball have interviewed Kenyon students. What we're looking at doing is consolidating the camera work that was done with the old camera, the root control, the backup. A lot of these are in paper files. Potentially having this Kenyon intern consolidate that to some kind of database and start the production of a heat map for problem areas. Looking at the areas Columbia Gas has already camera'd -

Columbia Gas does not use our same standards, they just got through the pipe and come back to make sure they haven't knocked a hole in it. They don't pan the camera around to look at the laterals and things. We're just looking at collecting the data. Mr. Griffith estimates that his group has camera'd about 15% of our collection system and by getting the data together, we can look at problem areas and try to focus his new camera technician position toward where we think the problems areas are. Obviously, in the Clinton Township, those areas are newer pipes; they're most likely in better condition. We're trying to prioritize where to inspect.

Mr. Orndorf said they prioritized out in Clinton - the lift station that we have the compliance schedule on, that's where the main focus was to start with.

Mr. Ball said the majority of the Clinton Township facilities are southwest of the city and those are the most recent sanitary extensions.

Stormwater Masterplan

Mr. Dzik said we had done an initial draft of something mid last year. I don't think we've made any progress on that quite yet. Mr. Dzik asked what some of our stormwater projects are this year.

Mr. Ball said some of the stormwater construction will go to the Oak Street and Catherine Street. Some would go to the Phase I of Clinton Road and maybe some for the street paving. The majority of the funds are going to go towards the Street's stormwater department to buy concrete and catch basins - things that they can take care of with in-house staff. Yesterday, we found another person that had no idea that we had a stormwater utility and had never paid their bill. We're still seeing the finances fluctuate a little bit and we want to get a good history so that we can make a forecast on how much money we're going to bring in. This year we'll do some initial design work. This year as we go into budget season in the fall, we'll add more stormwater construction projects.

Mr. Burley said we're just a year into it. We made a lot of promises on what we would do with stormwater and I just want to see that we keep aware of that and are able to demonstrate the plan.

Mr. Dzik said while we're about six months into billing, the allocation of those funds did not start until this budget. We were hoping to bring in somewhere between \$400,000.00 last year. The hope is that we're getting closer to on a one-year collection, about \$1,000,000.00. Allocating funds to the effort of the Streets for concrete and catch basins is not insignificant because in the past we've been paying for that out of street funds at the expense of paving the city. We don't have a huge paving budget this year but it would be zero if we didn't have some stormwater funds to pay for the stormwater component of the street work.

Mr. Ball said he had to give Mr. Tyson, Street Department, a lot of credit - we have a pothole program for asphalt streets, one of the things that came out of this discussion having the stormwater money, what if we started a pothole program for brick streets. There are several areas we've talked about getting a small purchase with a brick subcontractor where our guys can go in and put in the curb & gutter and have someone come back behind them and re-lay the bricks. Then Mr. Tyson's crew could be a lot more efficient. Mr. Scott's argument is if he gives the money all to Engineering, we'll spend it on three projects and it's all gone, if he gives it to Mr. Tyson, he will spread it out and make small repairs all over town. That's the

approach for year one. We'll work in some of those bigger projects but we never want to take all of this money and pour it into Engineering and construction only. Mr. Tyson's got really high skilled people able to do concrete, catch basins, a lot of repairs in house. Part of that is he runs out of money to buy supplies part way through the year and they move on to other things.

Mr. Dzik said Mr. Tyson and Mr. Hinkle have always had this plan, especially with stormwater, that they would hope to dedicate a crew year round to working on stormwater.

Non-Residential ERU

Mr. Burley said this ties into Hazen & Sawyer, looking at non-residential ERU calculations and also the permeable versus non-permeable surface area ERUs.

Mr. Ball said they (Hazen & Sawyer) provided him with a draft. Mr. Ball has not had a chance to read it yet. We have two different non-residential folks who are interested in credit. One of them is going to be adding facilities and while they're working, modify their current stormwater treatment system that meets our standards and qualify for credit. He's met with one of the two entities. It's something we're trying to keep moving but it's not moving very fast.

Gravel Service ERU - Hazen & Sawyer

Construction Site Inspections

Mr. Dzik said this is a stormwater kind of issue.

Mr. Burley said that was part of what was on the EPA radar and also part of the discussion with stormwater.

Mr. Ball said we've been trying to keep up with those. The folks at Danbury after receiving their third warning - received a substantial fine on Friday afternoon. They are reorganizing how they are dealing with stormwater. We have issued our first fine for the year for construction site inspections.

Mr. Dzik expanded the discussion a little bit. Mr. Ball's office is planning on assuming a number of responsibilities under the MS4 permit, one being construction inspections. What are some of the other, GIS mapping's a component of that.

Mr. Ball said there are six minimum control measures. We are mandated to do public education, public involvement. We are mandated to inspect our facilities and our housekeeping. We are mandated to inspect all active construction projects at least once or multiple times a month. We are mandated to inspect every single stormwater treatment pond in the city once a year. We are mandated to maintain a list of all of the septic tanks that are active by the city. We are mandated to account for every single outfall into a public watercourse or a jurisdictional water of the state, federal government. Meanwhile, we have to do locates. Right now Columbia Gas has seven blocks that we have to paint the utilities every two weeks. We are doing some of this. We are planning to hire Emily McKinley to continue providing public education, public outreach, help with some of these inventories and mapping.

- Motion to Hire Emily McKinley with EM Consulting LLC for 2021

Mr. Dzik believes her rates are very reasonable to consulting. She's been extremely valuable to the city. Truthfully, she's not really costing more than an actual city employee would cost and her work's been great.

Mr. Burley has been very pleased with what she has done. He did question going after the bleaching study, when Mr. Burley looks at the last surge of bleaching studies from 2009 that coincided with a rate increase. You don't hear much about it in between times. It seems to resurface when we talked about wastewater. Mr. Burley read the reports; he does not know what new we bring to the table.

Mr. Orndorf believes it's a new group of people. You have to go out and educate them about what we've already done, about what it really isn't so that they stop calling and use it as an excuse.

Mr. Ball's thought on Emily's use, we could have a separate task order; we would try to summarize her board into a fact sheet. There is a form on the website, treat it like a Google form to where if people are having an issue and they feel they need to reach out, if they'd give us information then if we do a study sometime in the future we can correlate some of that data. Just looking at the Facebook comments we don't know where they bought their clothes. How many people have read the manual on their washing machine? We don't want people to bleach their clothes either way. It's going to be a lower priority but it's something we could have her do later in the year or if this group does not want that, we cannot do it.

Mr. Dzik thinks it's important. Some Council members have heard about bleaching. In Mr. Dzik's time in Mount Vernon, I'm aware it's a problem - I'm trying to be conscience if I do notice something of what I've done. In one instance, I put bleach in the fabric softener section of the washer. In another instance, I noticed it was very acidic food that I was cleaning off the floor and my towels got discolored. I think the message we want to send is that we recognize that people aren't crazy, they notice bleaching on their clothes. Mayor Starr told Mr. Dzik that even Mayor Mavis took some money out of his pocket for these studies to find out what's going on. We have some theories and we want to make sure people know what those are.

Mr. Ball said today's public is not going to sit down and read the whole report.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Brian Ball, City Engineer
SECONDER:	Mathias Orndorf, Director of Public Utilities
AYES:	Ball, Dzik, Orndorf, Doolittle
EXCUSED:	Burley

Kokosing River Plantings

Mr. Burley saw that's out for bid.

Mr. Ball said Phase I and II are out for bid, Phase III has a scheduled construction start of next Monday but I don't think we could get our materials out of the quarry because of the snow.

Communications With Public

Mr. Dzik asked if a notice went out about stormwater.

Mr. Orndorf said the last pamphlet had information about the rate increase on it.

Ms. Doolittle said the bill she got this week had it in the back of the bill.

Mr. Burley asked if it covered all three utilities.

Ms. Doolittle said it was split into three sections, where each of those was hit on. It explained the rate increase and it explained the stormwater portion of the bill. It was really well done.

Mr. Dzik said we have to focus Emily on pending litigation, not that there won't be regular public communication but it may not be as aggressive.

Mr. Ball thinks what we'll do is he'd like to get some feedback on Thursday from Mr. Orndorf's ladies in the billing office to see if there's a gap or things that they're getting a lot of calls on and we'll see what those trends are. Maybe that will help us drive our next pamphlet. Mr. Ball asked Emily to add to the syllabus - maybe we can talk to people about getting emails and auto pay set up.

Mr. Ball asked if Ms. Woods if she thinks we have a gap in communication on anything.

Ms. Woods will be curious to hear the ladies point of view on what they're hearing from the public. One other council member had questioned her about why the offices weren't open and yet when they reached out to find out what other local municipalities were doing - they were shocked at how many others were still closed.

Mr. Ball asked when the citywide survey closed.

Mr. Dzik said it is closed. The Mayor's very heavy on strategic planning, at the same time,

we're having real challenges moving forward while trying to be respectful of the virus that's out there. We've hit a lull in our planning. In the interim, we did get a survey out to our employees as well as to the public. Actually, I think we got quite a bit of responses. I need to dig into the survey results and combine them into a more readable report.

Mr. Ball said Emily's contract will pull from general Engineering, Water, Wastewater, Stormwater. She's doing a lot of zoning work and all of the zoning work is not billed to the utilities.

Mr. Dzik said his hope is to squeeze it into her schedule at some point if he can't get to it.

1002 & 1006 West Gambier Street

Mr. Burley asks if there is an update on West Gambier Street while Mr. Broeren is present.

Mr. Ball responded that Mr. Griffith drafted a violation letter, Mr. Broeren and Mr. Ball edited it. That was mailed by certified and regular mail, signed by Mr. Dzik yesterday. We can send everybody a copy of that letter. Judy emailed it to Mr. Broeren.

Mr. Broeren had received communication from a lawyer who was potentially representing her. Mr. Broeren will try to reach out to him later today. The long and the short of it is the letter tells them that they have to disconnect from the lateral they're attached to and reconnect to the main pipe. Mr. Broeren went through and made sure that the things we're requiring them to do were consistent with the Codified Ordinances and specifically with the Wastewater Rules for the City of Mount Vernon. Additionally, Mr. Broeren made sure that the relief we're seeking is consistent with the powers of the Utilities Commission. In fact, under the ordinances, they will have ten days from receipt of the letter to propose a plan to fix the violation and that plan will need to be reviewed by the Utilities Commission. We have told them that we will review it at the next meeting, which is set for March 2nd. She and her lawyer will have the opportunity, if she does not have a plan at that point prior to the meeting Mr. Broeren will send out something laying out the options for the Utilities Commission; how they can move forward and what specifically they can either do or require her to do.

Mr. Burley said if he was at the 1002, it's gone on for a while so I'd be going "what's going on".

Mr. Broeren said he wanted to make sure that we did everything by the letter of the ordinance in case this ends up in litigation further down the road.

Executive

- Executive Enter

Motion and a second to enter into Executive Session to discuss pending litigation at 8:41 a.m. Mr. Burley was excused from voting due to Ms. Doolittle being present.

RESULT: **APPROVED [UNANIMOUS]**
MOVER: Richard Dzik, Safety Service Director
SECONDER: Brian Ball, City Engineer
AYES: Ball, Dzik, Orndorf, Doolittle
EXCUSED: Burley

ADJOURN

- Adjourn Motion

Mr. Dzik made a motion to adjourn the meeting, Mr. Orndorf, second and the meeting was adjourned at 10:00 a.m.

RESULT: **ADJOURNED ES MOTION [UNANIMOUS]**
MOVER: Richard Dzik, Safety Service Director
SECONDER: Mathias Orndorf, Director of Public Utilities
AYES: Ball, Dzik, Orndorf, Doolittle
EXCUSED: Burley

Rick Dzik, Chairman

Lindsay Hoar, Recording Secretary