

**BOARD OF PUBLIC AFFAIRS
MEETING**

**Tuesday, October 6, 2020
6:00 P.M.**

Due to the COVID-19 Pandemic the meeting was held over the internet via Zoom. The public was invited to attend the meeting and a link was available on www.VillageofLodi.com for the public to view the meeting, adhering to Governor DeWine's directive for meetings and social distancing during the emergency pandemic.

The Lodi Board of Public Affairs met on the above date for a Regular Meeting. The following Board Members were present for the meeting: Gilbert, Emerson, and Hagelin. Also in attendance were Utility Superintendent Tracy Haltrich and Clerk-Treasurer Annette Geissman.

A motion was made by Gilbert and seconded by Emerson to approve the monthly bills. Upon roll call: Aye – Gilbert, Emerson, and Hagelin. Nay – None.

NEW BUSINESS

Superintendent's Notes – Discussion was held with Utility Superintendent Tracy Haltrich to update board members on current projects.

Eaken Substation – The new Eaken substation transformer is scheduled to be delivered on October 21, 2020. The new transformer will be tested this week. Oil containment will be a requirement of the Ohio EPA. Utility Superintendent Tracy Haltrich will have GPD Associates complete an oil containment evaluation of all of the current substations.

Board President Hagelin reported that he attended a meeting with the clerk-treasurer and office staff to review the new utility billing software proposal. The cloud based Easy Pay software has many user capabilities and appears to be easy to use for the customer. A motion was made by Gilbert and seconded by Emerson to ask village council to approve the software purchase as part of the permissible use of COVID-19 funds. The software will allow for contactless bill review and bill pay for customers. Upon roll call: Aye – Gilbert, Emerson, and Hagelin. Nay – None.

Board President Hagelin discussed a letter received from Evergreen Estates Mobile Home Park regarding late fees received from last month's utility billing as a result of issues with the Cleveland postal service. After discussion regarding many customers not receiving their bill until very close to the due date, a motion was made by Gilbert and seconded by Emerson to remove any late fees that were assessed to customers for the billing period in question. Late fees will be discontinued through the end of this year. The disconnection policy will remain the same. Upon roll call: Gilbert, Emerson, and Hagelin. Nay – None.

Utility Superintendent Tracy Haltrich reported that Columbia Gas damaged a village water line at 224 Church Street while performing work on gas lines. The village had to make a temporary repair to the water line until Columbia Gas can make a permanent repair. Columbia Gas will be billed for costs incurred by the village.

Utility Superintendent Tracy Haltrich reported that preliminary reports indicate that the village will receive the \$750,000 CDBG grant for the new water tower project. An environmental assessment will need to be done for the project. A motion was made by Gilbert and seconded by Emerson to enter into a contract with RCAP to perform the environmental study and handle the CDBG grant administration. This contract will cost approximately \$20,000. Upon roll call: Aye – Gilbert, Emerson, and Hagelin. Nay – None.

Board Member Gilbert reported that Rebecca Rak from the Lodi Family Care Center asked to have the utility bill due date changed to the 30th of the month. After discussion it was determined that the board does not wish to change the due date.

OLD BUSINESS

Utility Superintendent Tracy Haltrich reported that the 2020 Ohio EPA required valve exercising quadrant for Lodi has been completed as per Lodi's Contingency Plan.


Utility Superintendent Tracy Haltrich reported that the 2020 sanitary sewer jetting program has been completed.


Utility Superintendent Tracy Haltrich reported that Pittsburg Tank and Tower is scheduled to perform maintenance work on both water tanks this month.

Utility Superintendent Tracy Haltrich reported that a pre-construction meeting was held with 5K Commercial Roofing on Thursday, October 1, to go over the water plant roof repair project. The work is scheduled to commence on October 13 and is expected to take five business days to complete.

The next board meeting will be held via Zoom on October , 2020.

There being no further business to come before the board a motion was made by Gilbert and seconded by Emerson to adjourn the meeting. Upon roll call: Aye – Gilbert, Emerson, and Hagelin. Nay – None.


Karl Hagelin
Board President


Annette Geissman
Clerk/Treasurer