



**MEETING MINUTES**  
**MEETING OF THE**  
**MAHONING VALLEY SANITARY DISTRICT**  
**BOARD OF DIRECTORS**

**DECEMBER 21, 2022 – MEETING NO. 1819**

AGENDA ITEM					ACTION BY BOARD																														
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center; padding: 2px;"><b>PRESENT</b></td> <td style="text-align: center; padding: 2px;"><b>X</b></td> <td style="text-align: center; padding: 2px;"><b>X</b></td> <td style="text-align: center; padding: 2px;"></td> <td style="text-align: center; padding: 2px;"><b>X</b></td> </tr> <tr> <td style="text-align: center; padding: 2px;"></td> <td style="text-align: center; padding: 2px; vertical-align: bottom;">MS. BRADLEY</td> <td style="text-align: center; padding: 2px; vertical-align: bottom;">MR. KITCHEN</td> <td style="text-align: center; padding: 2px; vertical-align: bottom;">MR. MERLO</td> <td style="text-align: center; padding: 2px; vertical-align: bottom;">DR. NEOPOLITAN</td> </tr> </table>	<b>PRESENT</b>	<b>X</b>	<b>X</b>		<b>X</b>		MS. BRADLEY	MR. KITCHEN	MR. MERLO	DR. NEOPOLITAN	<p>REGULAR MEETING CALLED TO ORDER BY PRESIDENT NEOPOLITAN @ 4:03 P.M. ATTENDANCE AT THIS MEETING (BOARD MEMBERS WHO ARRIVE AFTER MEETING BEGINS, NOTED AS PRESENT AT POINT IN THIS AGENDA AT WHICH TIME THEY ARRIVE.)</p> <p><b>MR. MERLO ARRIVED AT 4:06 P.M.</b></p> <p><b>A. AGENDA ISSUES FOR DISCUSSION</b></p> <p>(1) THE FOLLOWING ISSUES ARE A PART OF THE BOARD'S AGENDA FOR TODAY'S MEETING. OTHER ISSUES MAY BE BROUGHT TO THE FLOOR AND DISCUSSED BY THE BOARD AT THEIR DISCRETION.</p> <p><b>B/ APPROVAL OF PRIOR MEETING MINUTES: MEETING NO. 1818, NOVEMBER 30, 2022.</b></p> <p><b>C/ FINANCE REPORT-VERIFICATION OF CASH STATEMENT &amp; FUND BALANCE RECONCILIATION; ADMINISTRATIVE OPERATIONS UPDATE</b></p> <p><b>D/ CHIEF ENGINEER'S REPORT</b></p> <p><b>E-M/ RESOLUTION</b></p> <p><b>N/ EXECUTIVE SESSION – NO EXECUTIVE SESSION</b></p> <p><b>B. (1). APPROVAL OF PREVIOUS MEETING MINUTES:</b></p> <p>THE MEETING MINUTES OF NOVEMBER 30, 2022, MEETING NO. 1818 of THE BOARD OF DIRECTORS OF THE MAHONING VALLEY SANITARY DISTRICT IS BEFORE THIS BOARD FOR APPROVAL.</p> <p><b>APPROVAL DATE DECEMBER 21, 2022</b></p>				<p>CALL MEETING TO ORDER AND IDENTIFY BOARD</p> <p><b>PRESENT ARE:</b>          WILSON, MVSD ATTORNEY; MICHAEL MCNINCH, CHIEF ENGINEER; JAMES GIBBS, DIR. OF ADMIN SERVICES; AND BRENDA DUFFETT, SECRETARY</p>																				
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	MS. BRADLEY	MR. KITCHEN	MR. MERLO	DR. NEOPOLITAN																															
<p><b>Attendees:</b></p> <p>Tom Holloway          Kedar Bhide          Ralph Miller          Jon Jamison          Mr. Kitchen's daughter</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;"></td> <td style="text-align: center; padding: 2px;">MS. BRADLEY</td> <td style="text-align: center; padding: 2px;">MR. KITCHEN</td> <td style="text-align: center; padding: 2px;">MR. MERLO</td> <td style="text-align: center; padding: 2px;">DR. NEOPOLITAN</td> </tr> <tr> <td style="text-align: center; padding: 2px;"><b>MOTION</b></td> <td></td> <td></td> <td></td> <td style="text-align: center; padding: 2px;"><b>X</b></td> </tr> <tr> <td style="text-align: center; padding: 2px;"><b>SECOND</b></td> <td></td> <td style="text-align: center; padding: 2px;"><b>X</b></td> <td></td> <td></td> </tr> <tr> <td style="text-align: center; padding: 2px;"><b>AYES</b></td> <td style="text-align: center; padding: 2px;"><b>X</b></td> <td style="text-align: center; padding: 2px;"><b>X</b></td> <td></td> <td style="text-align: center; padding: 2px;"><b>X</b></td> </tr> <tr> <td style="text-align: center; padding: 2px;"><b>NAYS</b></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td style="text-align: center; padding: 2px;"><b>ABSTAIN</b></td> <td></td> <td></td> <td></td> <td></td> </tr> </table>					MS. BRADLEY	MR. KITCHEN	MR. MERLO	DR. NEOPOLITAN	<b>MOTION</b>				<b>X</b>	<b>SECOND</b>		<b>X</b>			<b>AYES</b>	<b>X</b>	<b>X</b>		<b>X</b>	<b>NAYS</b>					<b>ABSTAIN</b>					<p>THE BOARD RECEIVED INFORMATION REGARDING THE AGENDA ITEMS LISTED UNDER A: AGENDA ISSUES FOR DISCUSSION, PRIOR TO THE MEETING.</p> <p>BOARD APPROVES MEETING MINUTES OF NOVEMBER 30, 2022, MEETING NO. 1818.</p>
	MS. BRADLEY	MR. KITCHEN	MR. MERLO	DR. NEOPOLITAN																															
<b>MOTION</b>				<b>X</b>																															
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<b>AYES</b>	<b>X</b>	<b>X</b>		<b>X</b>																															
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C. FINANCE REPORT as of 11.30.2022

ALL BOARD MEMBERS HAVE RECEIVED NOVEMBER'S RECONCILED CASH AND FUND BALANCE STATEMENTS ALONG WITH THE INCOME STATEMENT WITH MONTH AND YEAR TO DATE TOTALS.

ADMINISTRATIVE OPERATIONS UPDATE

D. CHIEF ENGINEER'S REPORT: SEE ATTACHED

	MS. BRADLEY	MR. KITCHEN	MR. MERLO	DR. NEOPLITAN
MOTION				X
SECOND		X		
AYES	X	X	X	X
NAYS				
ABSTAIN				

E. RESOLUTION NO. 6747

AUTHORIZING THE DISTRICT TO ENTER INTO CONTRACT WITH LOVE INSURANCE AGENCY, INC. FOR LIABILITY INSURANCE.

R-6747 BOARD AUTHORIZES THE CONTRACT WITH LOVE INSURANCE AGENCY, INC. FOR LIABILITY INSURANCE FOR 2023.

MOTION				X
SECOND	X			
AYES	X	X	X	X
NAYS				
ABSTAIN				

F. RESOLUTION NO. 6748

AUTHORIZING A CONTRACT WITH MINUTEMEN HR MANAGEMENT SERVICES LLC FOR WORKER'S COMPENSATION CLAIMS ADMINISTRATION EFFECTIVE JANUARY 1, 2023.

R-6748 BOARD AUTHORIZES THE CONTRACT WITH MINUTEMEN HR MANAGEMENT SERVICES LLC FOR BWC SERVICES.

MOTION				X
SECOND		X		
AYES	X	X	X	X
NAYS				
ABSTAIN				

G. RESOLUTION NO. 6749

AUTHORIZING AN AGREEMENT WITH PFM FINANCIAL ADVISORS LLC AS FINANCIAL ADVISOR TO THE MAHONING VALLEY SANITARY DISTRICT.

R-6749 BOARD AUTHORIZES THE CONTRACT WITH PFM FINANCIAL ADVISORS.

MOTION				X
SECOND		X		
AYES	X	X	X	X
NAYS				
ABSTAIN				

H. RESOLUTION NO. 6750

AUTHORIZING THE ANNUAL BUDGET REVISION 2 for January 1, 2022 – December 31, 2022

R-6750 BOARD AUTHORIZES REV 2 TO 2022 BUDGET.



	MS. BRADLEY	MR. KITCHEN	MR. MERLO	DR. NEOPOLITAN
MOTION				X
SECOND			X	
AYES	X	X	X	X
NAYS				
ABSTAIN				

I. RESOLUTION NO. 6751

DETERMINING POSITIONS, RATES OF COMPENSATION AND APPOINTMENTS FOR THE YEAR BEGINNING JANUARY 1, 2022 – REVISION TWO

R-6751 BOARD AUTHORIZES REV. 2 OF THE POSITIONS, RATES OF COMPENSATION AND APPOINTMENTS FOR 2022.

MOTION				X
SECOND		X		
AYES	X	X	X	X
NAYS				
ABSTAIN				

J. RESOLUTION NO. 6752

**I WILL PREPARE TWO BUDGETS – ONE WITH A RATE INCREASE AND ONE WITHOUT. I WILL EMAIL THEM ON MONDAY.**

R-6752 BOARD AUTHORIZES

MOTION				X
SECOND	X			
AYES	X	X	X	X
NAYS				
ABSTAIN				

K. RESOLUTION NO. 6753

DETERMINING POSITIONS, RATES OF COMPENSATION AND APPOINTMENTS FOR THE YEAR BEGINNING JANUARY 1, 2023

R-6753 BOARD AUTHORIZES THE POSITIONS, RATES OF COMPENSATION AND APPOINTMENTS FOR 2023.

MOTION				X
SECOND			X	
AYES	X	X	X	X
NAYS				
ABSTAIN				

L. RESOLUTION NO. 6754

EXTENDING THE EMPLOYMENT AGREEMENT WITH THOMAS F. HOLLOWAY, PE, CLASS IV OHIO EPA WATER SUPPLY CERTIFICATE HOLDER AS THE MAHONING VALLEY SANITARY DISTRICT'S OEPA PROFESSIONAL OPERATOR OF RECORD AND PLANT OPERATIONS MANAGER.

R-6754 BOARD AUTHORIZES THE EXTENSION OF THOMAS F. HOLLOWAY'S CONTRACT UNTIL 12/31/2023.

MOTION				X
SECOND		X		
AYES	X	X	X	X
NAYS				
ABSTAIN				

M. RESOLUTION NO. 6755

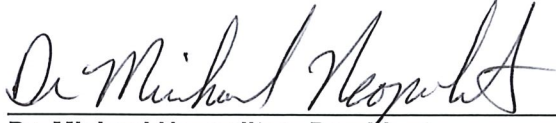
AUTHORIZING AMENDMENT NO. 1 FOR A NO-COST EXTENSION OF TIME TO COMPLETE THE COOPERATIVE RESEARCH PROJECT WITH YOUNGSTOWN STATE UNIVERSITY TO COMPLETE THE RESEARCH ON THE INFLUENCE OF DIATOM ASSEMBLAGES IN THE MEANDER RESERVOIR WATER COLUMN AS WELL AS SEDIMENT.

R-6755 BOARD AUTHORIZES THE EXTENSION OF COMPLETION FOR THE YSU RESEARCH PROJECT.

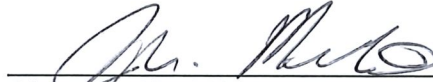
**NEXT MEETING IS SCHEDULED FOR JANUARY 25, 2023, AT 4:00 PM.**

BEING NO FURTHER BUSINESS, PRESIDENT NEOPOLITAN ADJOURNED THE MEETING. THE MEETING ADJOURNED AT APPROXIMATELY 4:30 PM.

THE BOARD'S DECEMBER 21, 2022, REGULAR MEETING WAS ADJOURNED AT APPROXIMATELY: 4:30 PM

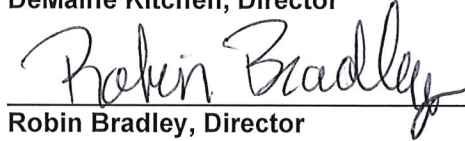


**Dr. Michael Neopolitan, President**



**Giuseppe 'Joe' Merlo, Director**

**DeMaine Kitchen, Director**



**Robin Bradley, Director**

### CERTIFICATION

**WHEREAS**, THE BOARD OF DIRECTORS ACT BY RESOLUTION, I, BRENDA DUFFETT, SECRETARY OF THE MVSD HEREBY CERTIFY THAT RESOLUTIONS PASSED IN THIS MEETING WERE UNANIMOUSLY ADOPTED BY THE BOARD OF DIRECTORS OR ADOPTED BY THE NECESSARY QUORUM OF DIRECTORS OF THE MVSD AT THE WEATHERSFIELD TOWNSHIP OFFICES, TRUMBULL COUNTY, OHIO ON SAID DATE.

**IN WITNESS WHEREOF**, I HAVE AFFIXED MY SIGNATURE AND ATTACHED THE SEAL OF THE MAHONING VALLEY SANITARY DISTRICT, THIS 21<sup>ST</sup> DAY OF DECEMBER 2022.

ATTEST:

  
BRENDA DUFFETT, BOARD SECRETARY

## CHIEF ENGINEER'S REPORT DECEMBER 21, 2022

- **Plant Flow Data Information:**
  - November 2022 Flow Data    ADF 23.124 MGD
  - 2022 YTD                            AVG 25.137 MGD
- **Utilities**
  - Tracking electric market for prices for 2024 renewal
- **Computer/IT**
  - MFA security being developed
  - Purchasing spare PLCs for emergency situations
- **Operations/Lab**
  - Operators being cross trained
- **PFM Rate Model**
  - Resolution 6749 to renew PFM as Financial Advisor
- **Financial**
  - Resolution 6747 to renew liability insurance
  - Resolution 6750 to finalize 2022 budget
  - Resolution 6752 to authorize 2023 budget
- **Safety**
  - Safety committee meeting held December 8, 2022
  - Heated mats purchased for clarifier steps
- **Personnel**
  - Resolution 6748 to renew Minuteman HR Management for workers comp issues
  - Resolution 6751 to finalize rates and positions for 2022
  - Resolution 6753 to authorize rates and positions for 2023
  - Resolution 6754 to authorize contract for Tom Holloway as Class IV operator of record
- **G-102 Dam**
  - BRIC Grant being finalized
  - HHPD Grant being finalized
- **G-131 Head House Chemical Feed System Improvement Project – A.P. O’Horo**
  - Polyamine pumps operational, substantial completion expected soon
- **G-133 Standby Power Improvements**
  - Ran plant (2 pumps) on standby generator December 6, 2022
  - Transformers removed December 13, 2022
- **G-134 Filter Gallery Project**
  - Staging started December 12, 2022

**CHIEF ENGINEER'S REPORT  
DECEMBER 21, 2022**

- **G-135 Phase IV Valve Project**
  - Connecticut and Belle Vista bypass operational December 12, 2022
- **G-143/150 Sludge Lagoons F & G**
- **G-145 Youngstown 36" West Transmission Main**
  - GPD Group design \$279,708.00
  - Included in rate study
- **G-148 Fluoride System Replacement**
  - CRS Metalworx \$519,000.00
- **G-149 Lordstown 24" Transmission Main**
  - Received request from Lordstown officials to schedule meeting
- **G-151 Safety Consultant**
  - Consultant preparing itemized schedule of work