



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

DECEMBER 22, 2021 – MEETING NO. 1808

AGENDA ITEM					ACTION BY BOARD	
PRESENT	X		X	X	REGULAR MEETING CALLED TO ORDER BY PRESIDENT BENNETT @ 4:00 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.)	CALL MEETING TO ORDER AND IDENTIFY BOARD  PRESENT ARE: WILSON, MVSD ATTORNEY; MIKE MCNINCH, CHIEF ENGINEER, JAMES GIBBS, DIR. OF ADMIN SERVICES; AND BRENDA DUFFETT, SECRETARY
	MRS. BENNETT		MR. HALE	DR. NEOPOLITAN		
Attendees:						THE BOARD RECEIVED INFORMATION REGARDING THE AGENDA ITEMS LISTED UNDER A: AGENDA ISSUES FOR DISCUSSION, PRIOR TO THE MEETING.
Tom Holloway Jon Jamison						
A. AGENDA ISSUES FOR DISCUSSION						
(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.						
B/ APPROVAL OF PRIOR MEETING MINUTES: MEETING NO. 1807, NOVEMBER 17, 2021.						
C/ FINANCE REPORT-VERIFICATION OF CASH STATEMENT & FUND BALANCE RECONCILIATION; ADMINISTRATIVE OPERATIONS UPDATE						
D/ CHIEF ENGINEER'S REPORT						
E-O/ RESOLUTION						
P/ EXECUTIVE SESSION – NOT NECESSASRYS						
EXECUTIVE SESSION: PURPOSE IS TO DISCUSS (check the appropriate box)						
<ul style="list-style-type: none"><li>THE APPOINTMENT, PROMOTION, OR COMPENSATION OF PUBLIC EMPLOYEES PURSUANT TO ORC 121.22 (G) (1)</li><li>LEGAL ISSUES WITH THE DISTRICT'S LEGAL COUNSEL PURSUANT TO ORC 121.22(G) (3)</li></ul>						
B. (1). APPROVAL OF PREVIOUS MEETING MINUTES:						
THE MEETING MINUTES OF NOVEMBER 17, 2021, MEETING NO. 1807 OF THE BOARD OF DIRECTORS OF THE MAHONING VALLEY SANITARY DISTRICT IS BEFORE THIS BOARD FOR APPROVAL.						
APPROVAL DATE DECEMBER 22, 2021						
	MRS. BENNETT		MR. HALE	DR. NEOPOLITAN	BOARD APPROVES MEETING MINUTES OF NOVEMBER 17, 2021, MEETING NO. 1807.	
MOTION	X					
SECOND			X			
AYES	X		X	X		
NAYS						
ABSTAIN						

## Attendees:

Tom Holloway  
Jon Jamison

**C. FINANCE REPORT as of 11.30.2021**

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**

	MRS. BENNETT		MR. HALE	DR. NEOPOLITAN
MOTION	X			
SECOND				X
AYES	X		X	X
NAYS				
ABSTAIN				

**E. RESOLUTION NO. 6659 - REVISED**

**AUTHORIZING THE REVISED AWARD OF CONTRACT NO. M-574 FOR FURNISHING LIQUID CHLORINE TO JCI JONES CHEMICALS FROM A 1 YEAR CONTRACT TO A SIX MONTH CONTRACT.**

R-6659 BOARD AUTHORIZES THE REVISION TO AWARD OF CONTRACT FROM A 1 YEAR CONTRACT TO A SIX MONTH CONTRACT.

MOTION	X			
SECOND			X	
AYES	X		X	X
NAYS				
ABSTAIN				

**F. RESOLUTION NO. 6672**

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

R-6672 BOARD AUTHORIZES THE CONTRACT WITH LOVE INSURANCE FOR THE DISTRICT'S LIABILITY INSURANCE.

MOTION	X			
SECOND				X
AYES	X		X	X
NAYS				
ABSTAIN				

**G. RESOLUTION NO. 6673**

**AUTHORIZING A RENEWAL OF CONTRACT TO TARTAN BENEFIT SERVICES, LTD FOR WORKER'S COMPENSATION CLAIMS ADMINISTRATION EFFECTIVE JANUARY 1, 2022.**

R-6673 BOARD AUTHORIZES THE CONTRACT WITH TARTAN BENEFITS FOR WORKER'S COMPENSATION ADMINISTRATION SERVICES.

	MRS. BENNETT		MR. HALE	DR. NEOPOLITAN
MOTION	X			
SECOND			X	
AYES	X		X	X
NAYS				
ABSTAIN				

H. RESOLUTION NO. 6674

**AUTHORIZING THE CONTINUANCE OF SERVICES WITH PFM FINANCIAL ADVISORS LLC AS FINANCIAL ADVISOR TO THE MAHONING VALLEY SANITARY DISTRICT.**

R-6674 BOARD AUTHORIZES THE DISTRICT TO CONTINUE WITH THE SERVICES OF PFM.

MOTION	X			
SECOND				X
AYES	X		X	X
NAYS				
ABSTAIN				

I. RESOLUTION NO. 6675

**AUTHORIZING THE ANNUAL BUDGET REVISION 1 FOR JANUARY 1, 2021 – DECEMBER 31, 2021.**

R-6675 BOARD AUTHORIZES REVISION 1 TO THE 2021 ANNUAL BUDGET.

MOTION	X			
SECOND				X
AYES	X		X	X
NAYS				
ABSTAIN				

J. RESOLUTION NO. 6676

**AUTHORIZING REVISION ONE DETERMINING POSITIONS, RATES OF COMPENSATION AND APPOINTMENTS FOR THE YEAR BEGINNING JANUARY 1, 2021.**

R-6676 BOARD AUTHORIZES REVISION 1 TO THE 2021 DETERMINING POSITIONS, RATES OF COMPENSATION AND APPOINTMENTS FOR 2021.

MOTION	X			
SECOND				X
AYES	X		X	X
NAYS				
ABSTAIN				

K. RESOLUTION NO. 6677

**AUTHORIZING THE ANNUAL BUDGET FOR JANUARY 1, 2022 – DECEMBER 31, 2022.**

R-6677 BOARD AUTHORIZES THE ANNUAL BUDGET FOR JANUARY 1, 2022 – DECEMBER 31, 2022.

	MRS. BENNETT		MR. HALE	DR. NEOPOLITAN
MOTION	X			
SECOND				X
AYES	X		X	X
NAYS				
ABSTAIN				

L. RESOLUTION NO. 6678

**DETERMINING POSITIONS, RATES OF COMPENSATION AND APPOINTMENTS FOR THE YEAR BEGINNING JANUARY 1, 2022.**

R-6678 BOARD AUTHORIZES THE 2022 POSITIONS, RATES OF COMPENSATION AND APPOINTMENTS FOR THE YEAR BEGINNING JANUARY 1, 2022.

MOTION	X			
SECOND			X	
AYES	X		X	X
NAYS				
ABSTAIN				

M. RESOLUTION NO. 6679

**AUTHORIZING 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-6679 BOARD AUTHORIZES THE EXTENSION OF THOMAS F. HOLLOWAY'S EMPLOYMENT CONTRACT.

MOTION	X			
SECOND			X	
AYES	X		X	X
NAYS				
ABSTAIN				

N. RESOLUTION NO. 6680

**AUTHORIZING THE ADVERTISEMENT FOR CONSTRUCTION PROPOSALS FOR CONTRACT G-148 FLOURIDE SYSTEM IMPROVEMENT PROJECT.**

R-6680 BOARD AUTHORIZES THE ADVERTISEMENT FOR CONSTRUCTION FOR CONTRACT G-148.

MOTION	X			
SECOND				X
AYES	X		X	X
NAYS				
ABSTAIN				

O. RESOLUTION NO. 6681


**AUTHORIZING A TIME EXTENSION TO CONTRACT G-131 HEADHOUSE CHEMICAL IMPROVEMENT PROJECT TO A.P. O'HORO COMPANY.**

R-6681 BOARD AUTHORIZES A TIME EXTENSION FOR SUBSTANTIAL COMPLETION TO A.P. O'HORO.


**NEXT MEETING WILL BE SCHEDULED AT A LATER  
DATE FOR JANUARY**

BEING NO FURTHER BUSINESS, PRESIDENT BENNETT  
ADJOURNED THE MEETING. THE MEETING ADJOURNED  
AT APPROXIMATELY 5:07 PM.

THE BOARD'S DECEMBER 22,  
2021, REGULAR MEETING  
WAS ADJOURNED AT  
APPROXIMATELY:  
5:07 PM

  
\_\_\_\_\_  
Germaine Bennett, President

  
\_\_\_\_\_  
Richard K. Hale, Director

  
\_\_\_\_\_  
Dr. Michael Neopolitan, 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 22<sup>ND</sup> DAY OF DECEMBER  
2021.

ATTEST:

  
\_\_\_\_\_  
BRENDA DUFFETT, BOARD SECRETARY



# **Chief Engineer's Report DECEMBER 2020**

# Highlights/Update



## 1. COVID 19 UPDATE

- 3 Employees Positive
- 2 Employees Quarantined
- Keeping updated on status Statewide
- Rotating Shifts
- Potential moving back to modified schedule with management working from home/rotating time at office due to increase in numbers



# Design Updates

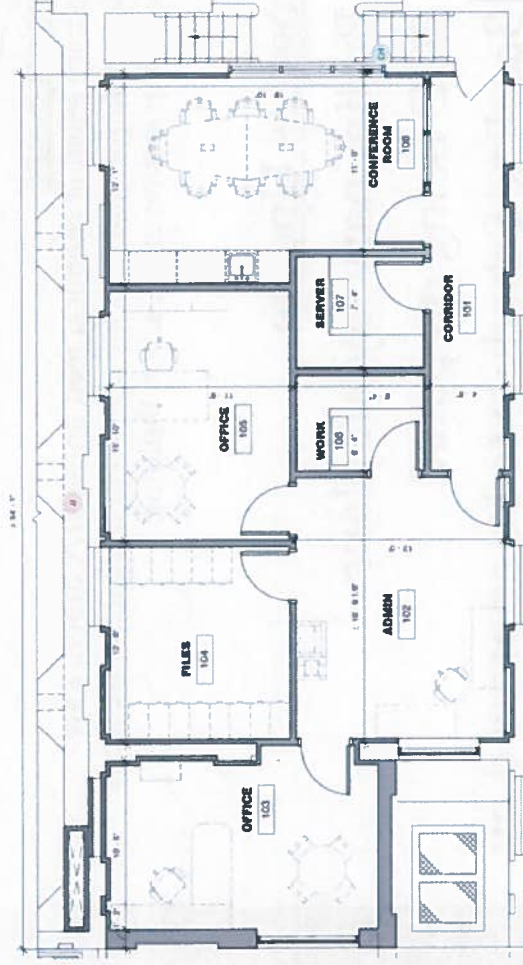


## PROJECT SCOPE:

Project consists of the rehabilitation of existing concrete walkways, beams and portions of the tank walls associated with the existing sand filters. Additional scope consists of the replacement of large diameter flange bolts in the drainage system, filter console PLC upgrades and masonry repairs to the Administration and Filter Gallery Building facade. Treasurer's office improvement added.

## Progress Update

- Progress toward 90% to be delivered December 2020
- Advancing Architectural Plans for Treasurers Office
- Structural tech memo submitted for concrete repair materials.
- Development of Specifications



Design Budget: \$548K (REVISED)  
 Invoiced to Date: \$337K  
 Design % Complete: 82.27%  
 Overall % Complete: 61.54%  
 Estimated Const. Cost - \$2.5M  
 Cont. NTP - 2nd QTR 2021



# MEANDER WATER

## Project Scope

Replace existing chemical feed lines (KP, Carbon, Raw Water Sample, and relocate power) to the gatehouse from the pump station and Carbon Building.

## Progress Update

- Preliminary layout plans
- BOD being prepared
- Baseline Schedule to be approved by end of December



Design Budget - \$320K  
Invoiced to Date - \$0K  
Overall % Complete – 0%  
EOPCC - \$470M  
NTP July 16, 2020

## Chemical Feed Line Replacement Project

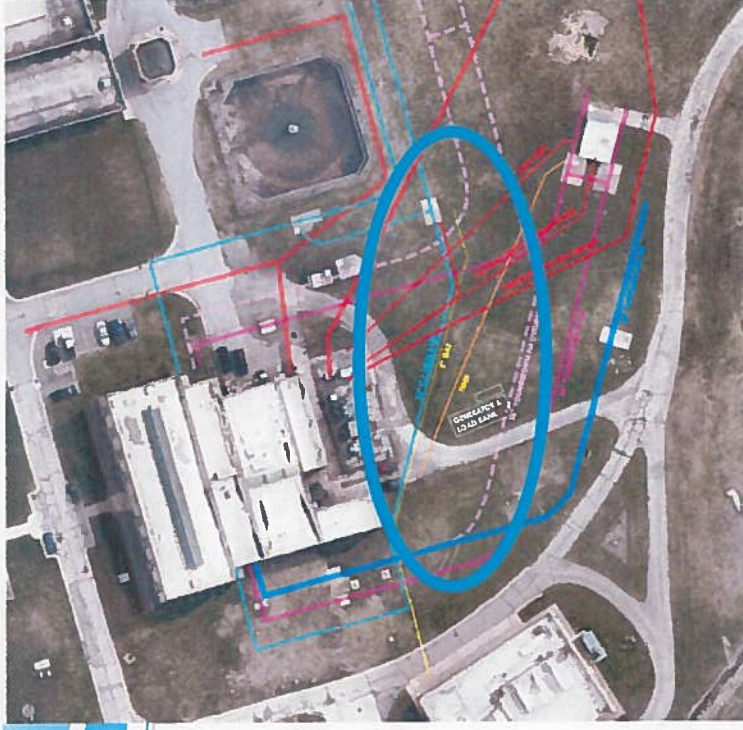


## PROJECT SCOPE:

Installation of new standby power generator to operate the entire physical plant.  
Removal of existing generators, modifications to existing plant transformer substation to accommodate generator operation.

## Progress Update PSPP

- Progress to 90% Submittal – Deliverable will be submitted January 2021
- Coordinating to procure equipment on State Purchasing Contract of Generator and Transformer
- Additional soil boring at plant for cable support foundation
- OPWC Approved for \$350K Grant/Final Application



PSPP/VRP4 Design Budget - \$1.80M  
Revised Budget – (\$84K) \$1.89K  
Overall Invoiced to Date - \$646K  
Overall % Complete – 34.19%  
Overall Allowance Utilization - \$101K/\$300K  
PSPP Budget/Invoiced to Date - \$776K/\$198K  
PSPP Overall % Complete – 48.36%  
PSPP EOPCC - \$2.6M  
PSPP Cont. NTP – 3rd QTR 21



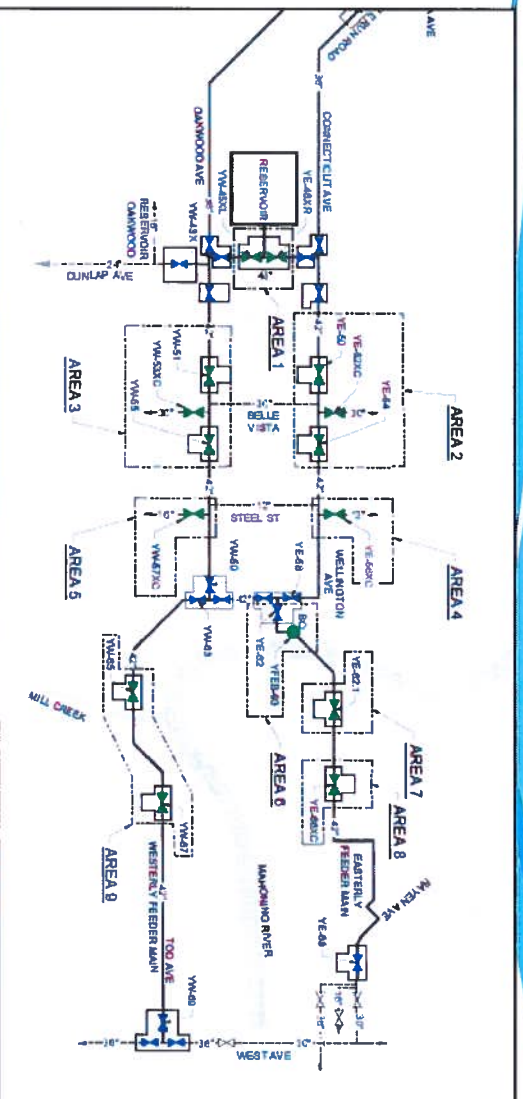
# MEANDER WATER

## PROJECT SCOPE:

Fourth Phase of the MVSD Valve Improvement Project per Amendment No. 6. Scope consists of the replacement of 21 various sized valves on the Youngstown and Niles Transmission Lines. Additional study of the Youngstown Reservoir to evaluate improvements of the reservoir to right size the volume to current area population/usage. A hydraulic model of the Youngstown system has also been included in order to understand the reservoir.

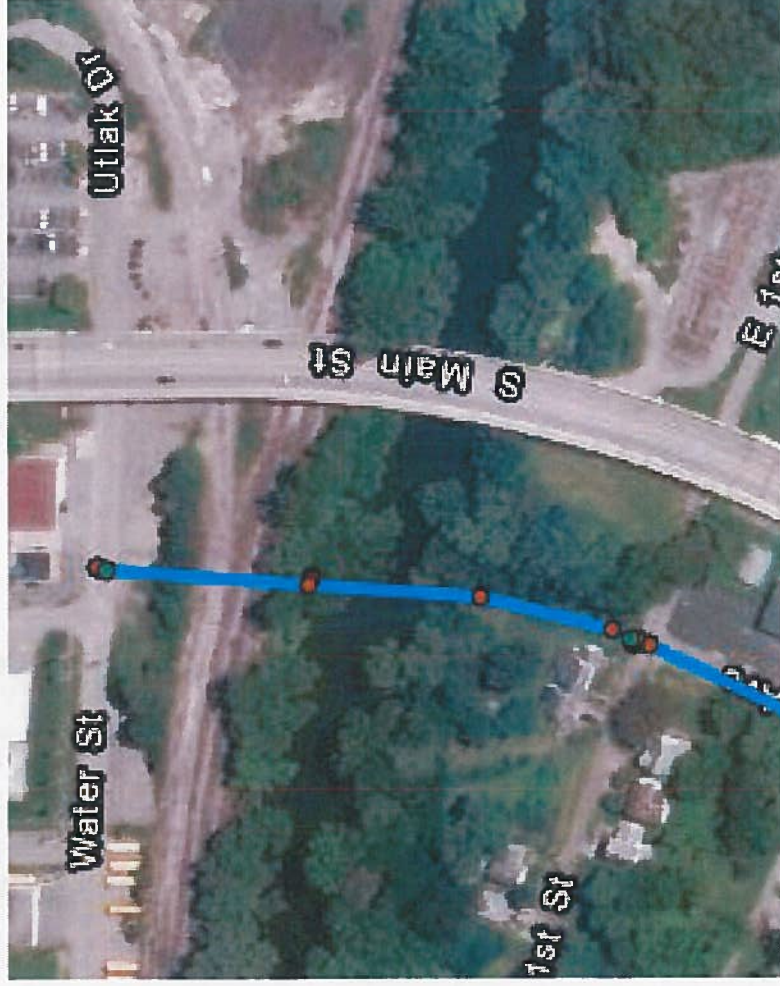
## VRP4 Summary

- 50% Design review and response completed
- Modeling of the low pressure Youngstown areas being completed to complete isolation plan
- Railroad coordination being done to remove trees from NWB-98 in advance of work. Potential to damage 20" Force Main



VRP4 Status  
 VRP4 Budget - \$702K  
 Invoiced to Date - \$251K  
 VRP4 Overall % Complete – 55.93%  
 VRP4 EOPCC - \$8.0M  
 VRP4 Cont. NTP – 4<sup>th</sup> QTR 21





NWB98: Photos showing aerial map and site photo with tree growth that my catastrophically impact the 20" Force Main



## Condition Assessment

- Discuss comments with MVSD
- Evaluate the removal of the check valves from the structure in conjunction with VRP4 project.

## Distribution Modeling:

- Finalizing calibration of model
- Distribution Tech Memo to be delivered December 2020.



GH/Dist. Model Status  
GH/Dist Budget - \$115K  
Invoiced to Date - \$83K  
GH % Complete – 66.8%  
Dist % Complete – 57.71%

# Construction Update





# MEANDER WATER

## PROJECT SCOPE:

The project will provide complete operational chemical feed systems to treat peak hourly flows and provide 30-day storage at average daily flows. The chemical feed systems include new poly orthophosphate, polyamine and anionic polymer systems along with bulk chemical storage and replace the current temporary feed system. Project also includes new Operators Office and upgrades to employee break room.

## Progress Update

- Target December 2020 NTP



Contract Amount:	\$ 1.23M
Potential Changes:	\$ 0
Completion:	TBD
% Complete:	0%

## Headhouse Chemical Improvement Project

## Construction

## Overview

- Replacement of existing 5'x5' gate utilized to drain water from screen well to the drain tunnel for cleaning and maintenance

## Status

- Awaiting Contractor's Schedule



Contract Amount:	\$ 78,000.00
Potential Changes:	\$ 0
Completion:	9-months (7-23-21)
% Complete:	0%



# Plant Operations Update



## Plant Flow/Billing Data

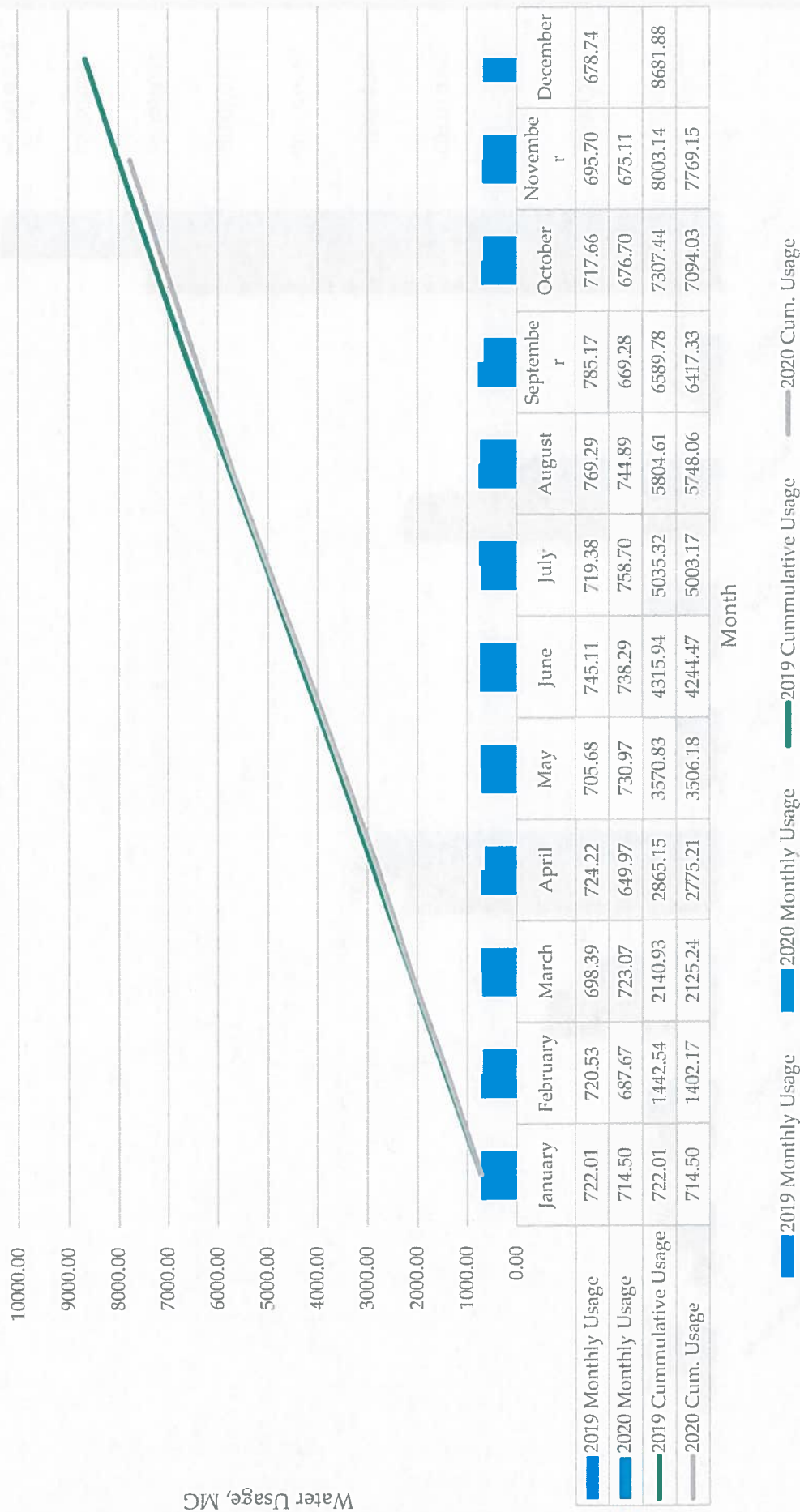
	20-Oct.	20-Nov.	Delta
Total (MG)	676.705	675.114	-0.235%
Average (MGD)	21.829	22.504	3.092%
<b>Youngstown</b>			
Total (MG)	507.131	489.146	-3.546%
Average (MGD)	16.359	16.305	-0.330%
<b>Niles</b>			
Total (MG)	159.087	174.510	9.695%
Average (MGD)	5.132	5.817	13.348%
<b>McDonald</b>			
Total (MG)	10.487	11.458	9.259%
Average (MGD)	0.338	0.382	13.018%



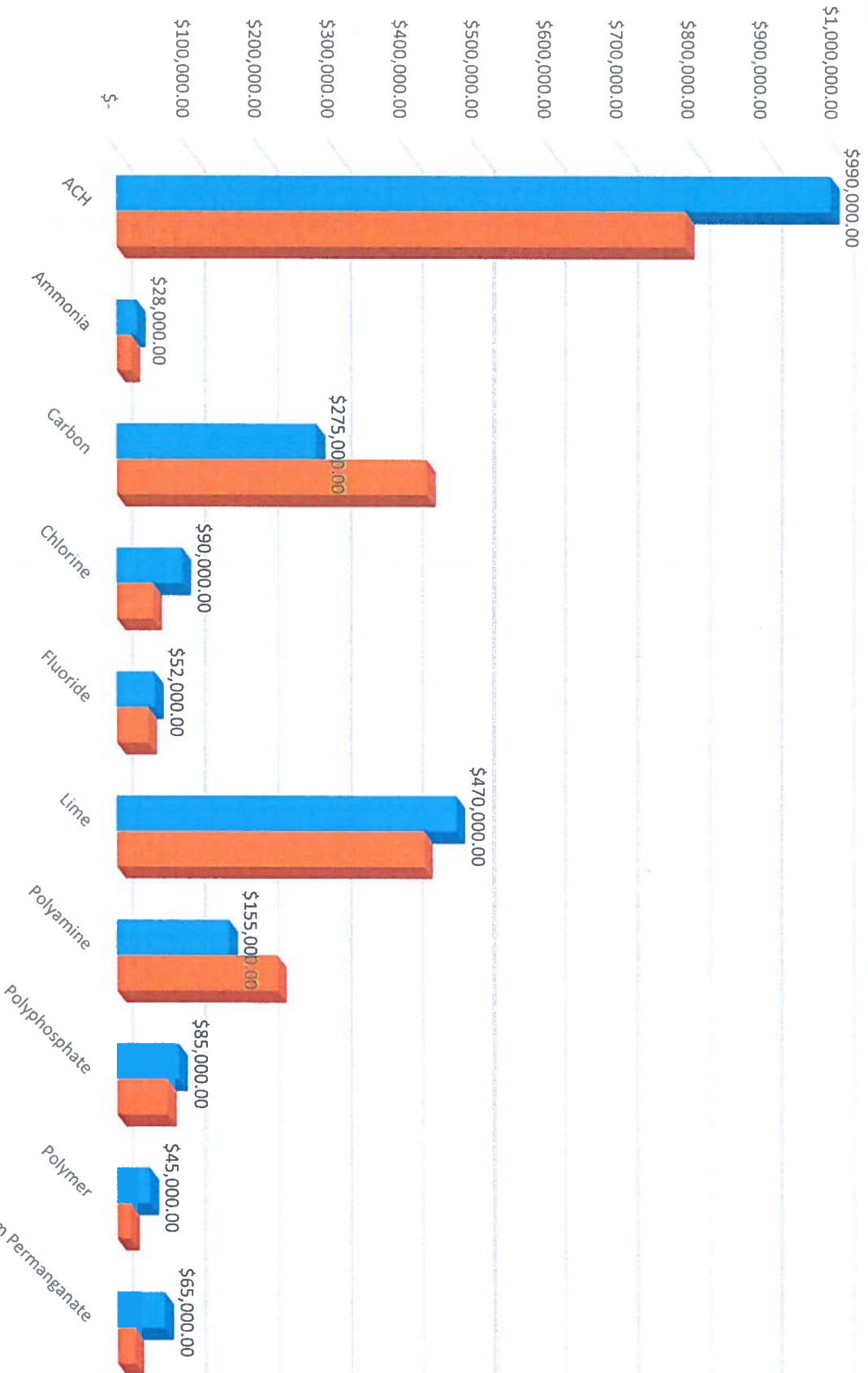
### 2020 Water Totals (Billing)

Month	2019 Usage	2019 Year to Date	Total Gallons (M)	Year to date	Average
January	722.01	722.01	714.503	714.503	23.048
February	720.53	1,444.54	687.665	1,402.168	23.369
March	698.39	2,140.93	723.068	2,125.236	23.354
April	724.22	2,865.15	649.969	2775.205	22.936
May	705.68	3,570.83	730.97	3506.17	23.067
June	745.11	4,315.94	738.322	4244.494	23.321
July	719.38	5,035.32	758.698	5,003.188	23.489
August	769.29	5,804.61	744.889	5,748.081	23.558
September	785.17	6,589.78	669.278	6,417.359	23.421
October	717.66	7,307.44	676.705	7,094.064	23.259
<b><u>November</u></b>	<b><u>695.70</u></b>	<b><u>8,003.14</u></b>	<b><u>675.114</u></b>	<b><u>7,769.178</u></b>	<b><u>23.26</u></b>
December	678.74	8,681.88			

## MVSD Water Usage 2019 vs Current







■ 2020 Budget

■ Actual

## Plant Operations Update



## 2020 MVSD Chemical Budget Evaluation



Month

## Overview

Removal of Lime Residuals from Lagoon E

## Summary

- Contractor has mobilized to the site
- Working on clearing and moving sludge to the lagoon sides
- Begin roadway restoration for hauling around lagoon



Contract Budget: \$848K

Invoice to Date: \$0

NTP: 10-23-20 (9-months)

Completion: 7-19-2021

## Lime Residual Removal – Lagoon E (O&M)