

**Village of Bailey Lakes
Regular Meeting Minutes
February 13, 2023**

The meeting was called to order at 6:00 PM and began roll call.

Roll call of those present:

Mayor: John Benshoff

Council members: Jeff Ling- Council President, Randy Ramsthaler, Anne Ramsthaler, Dottie Scott, Krissy Kauf, Tina Killion

Fiscal officer: Leighanna Cawrse

Operators: David Pitsenbarger and Tim Hickey in after 7:00 PM

Meeting was not held via Facebook live per the request of the Mayor.

CHANGES TO AGENDA

- New Business- Water
- New Business- Sewer/Wastewater Treatment Plant- EPA violation letter
- New Business- Town Hall- Insurance Renewal Policy Application

MINUTES APPROVAL

Dottie Scott moved to approve the October 10, 2022 regular meeting minutes with corrections.
Krissy Kauf seconded the motion.

Krissy Kauf moved to approve the November 14, 2022 regular meeting minutes as written. Dottie Scott seconded the motion.

Anne Ramsthaler moved to approve the November 18, 2022 special meeting minutes as written.
Randy Ramsthaler seconded the motion.

Jeff Ling moved to approve the December 12, 2022 regular meeting minutes as written. Tina Killion seconded the motion.

Randy Ramsthaler moved to approved the December 26, 2022 special meeting minutes as written.
Tina Killion seconded the motion.

Dottie Scott moved to approve the January 9, 2023 regular meeting with corrections. Krissy Kauf seconded the motion.

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FISCAL – NEW BUSINESS

Fiscal Report M-T-D

The fiscal report month to date for January 2023 read by Leighanna Cawrse; Krissy Kauf moved to approve month to date fund report as submitted by the fiscal officer. Dottie Scott seconded the motion. Roll call: All ayes; No one opposed.

Invoice Approvals (Expense/Check Detail Report)

Krissy Kauf moved to approve the bills from January 1, 2023 to January 31, 2023 as presented by the fiscal officer. Dottie Scott seconded. Roll call: All ayes; No one opposed.

Fiscal Resolution/Ordinance

Resolution to Transfer funds Sewer into General

Randy Ramsthaler moved to read title only. Dottie Scott second the motion. No one opposed.

Resolution NO. 02132023-A title was read aloud:

“A RESOLUTION OF THE VILLAGE OF BAILEY LAKES, ASHLAND COUNTY, OHIO, AUTHORIZING
THE FISCAL OFFICER OF THE VILLAGE OF BAILEY LAKES TO TRANSFER MONEY FROM THE
ENTERPRISE SEWER FUND INTO GENERAL FUND”

Dottie Scott moved to approve resolution no. 02132023-A. Krissy Kauf seconded the motion.

Roll call: Jeff Ling yes, Krissy Kauf yes, Randy Ramsthaler yes, Tina Killion yes, Dottie Scott yes, Anne Ramsthaler yes

COUNCIL REPORTS/COMMENTS

- Jeff Ling-Second bench delivered from the Savannah Lions Club and will now have to figure out where and who will install them.
- Anne Ramsthaler-
 - If the sewer was replaced on Nida why does Tim and Dave clean out the manhole weekly. John Benshoff responded the whole line is still needed to be replaced.
 - The doggie dumpster status. John Benshoff responded that since the village does not have a zoning inspector. First step will be Jeff Ling and John Benshoff will go down to speak with the homeowner and ask to have it removed. If this does not resolve the issue will discuss other actions with the solicitor.
 - iPad received does not have the log in information to these devices or the village's Wi-Fi password.
- Randy Ramsthaler- water rates in Mansfield will increase to \$10.93/month and Ashland City is raising their water rates by a percentage each year.
- Dottie Scott- Would like to know why the main water line extension project has not been started yet.

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- John responded that he has not talked to Walter Dreibelbis but knows that Mr. Dreibelbis is still working on the sewer line project from Beyond Measures to Savannah Village lagoon.
- Dottie would like to meet with Tim and Dave or someone to see how our village's sewer treatment plant works.
- Krissy Kauf-
 - Do we need to order more fish for James lake? Randy Ramshaler said that the lake was stocked about two years ago from Ashland County Soil and Water Conservation.
- Tina Killion-
 - Would like to come up with ways to have more community involvement, for example tree lighting, egg hunt, Halloween, yard sales, etc.
 - Donations for these events would be needed.
 - Dottie Scott volunteered to assist with planning these events.

MAYOR REPORTS/COMMENTS

- Will be working with RCAP to come in to assist with the villages water, sewer, engineering projects.
- The past several months has been trying to contact Engineering Associates for a update on the trash trap and UV lighting project. The maximum amount for the engineering can charge for this project is \$40,000.00. John had a question on what was put in the EPA permit such as the price is \$220,000.00 project to start on September 1, 2023 and ending on November 9, 2023. The engineer received a quote from Mack Industries for a estimated cost of \$250,000.00, which is \$30,000.00 over the original estimated project cost. John is going to request detail specs to show what is all included in this amount.
 - John Benshoff and Tim Hickey will go up to Norwalk Casting to ask and find out what this type of project really cost. However, either way there still needs to be a contractor to install.
 - Dottie Scott asked if the bid does come back over the original amount and the village has to find the additional money would RCAP help us with that? John Benshoff responded yes.
 - Dottie Scott asked if council was responsible to get the bid out for the trash trap/UV lighting project. John Benshoff responded that the engineer would send the bids out.
 - Dottie Scott asked how long does the village have until the grant money expires? John Benshoff responded that the County has not given a deadline for the engineer to get the project completed.
- Discussion on approval to sign engineers EPA form A as well as the Title Sheet of the detailed plans.
 - Krissy Kauf moved to approve the mayor signing the engineer wastewater treatment plans for the work to be done. Anne Ramsthaler seconded. No one opposed.

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- John Benshoff will not sign the plan until receives a breakdown of the updated estimated cost and will forward the breakdown to council once receive.
- Dottie Scott moved to approve the EPA form A. Krissy Kauf seconded. No one opposed.

Council recessed at 7:08PM and resumed their regular meeting at 7:18PM

TOWN HALL – NEW BUSINESS

Insurance Renewal Policy Application

Dottie Scott moved to have the mayor sign the policy application for renewal. Jeff Ling seconded. No one opposed.

WATER – OLD BUSINESS

Past Due accounts 90+ days

Leighanna Cawrse presented to council the seven past due accounts. Three are currently already shut off and the base charges are still accruing. Four accounts are past due and will receive a shut off notice.

- 1) Account #00270 \$295.76
- 2) Account #00460 \$234.00
- 3) Account #00590 \$1980.11- currently shut off
- 4) Account #00650 \$423.18
- 5) Account #00850 \$193.08
- 6) Account #01410 \$1,199.00- currently shut off \$872.00 assessed to property taxes
- 7) Account #01420 \$918.74- currently shut off

John Benshoff will send shut off notice letters to the four accounts. Further discussion on how to proceed with water and sewer shut offs after they have been shut off for months was discussed.

WATER- NEW BUSINESS

Dave Pitsenbarger discussed with council and for the month of December 2022 (December 19, 2022 to January 19, 2023) 12 percent (about 60,000 gallons) did not get billed for. Leighanna Cawrse asked how is it determined it is not being billed. John Benshoff responded that it could be from a leak or a meter is not working/reading properly and that we should be within 4-5 percent. Tim Hickey and Dave Pisenbarger do not think that this loss is due to a leak and most likely from faulty meter readings and should be replaced.

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SEWER/WASTEWATER TREATMENT PLANT- NEW BUSINESS

Dave discussed with council that the notice received from the EPA and would like to know how council wants to respond. There is a high I&I showing on the 4" and the 6" on McClain Road and Ridge Road.

Leighanna Cawrse asked if we could respond to the EPA and let them know RCAP will be coming in to assist with the projects that have been identified by smoke test and the village is working towards fixing these areas.

John Benshoff mention that it would be a good idea to get estimates.

Krissy Kauf asked if the estimates would be for McClain and Ridge Road. John responded yes.

Krissy Kauf asked which projects does the village already have the material for. Leighanna Cawrse responded McClain and Ridge Road and Nida, just need a contractor to install it.

Walter Dreibelbis owes the village 4" pipe for when he performed the project on the west side of St. Rt. 250 connection.

OPERATORS REPORTS/COMMENTS:

January 2023

- Wastewater
 - Processed 1.67 million gallons wastewater
 - Filed monthly EPA reports
 - Performed all required and operational testing
 - Routine equipment maintenance
- Water
 - Filed monthly EPA reports
 - Performed all required and operational testing
 - Read water meters
- Projects
 - Reviewed final engineering drawings on wastewater treatment project
 - Replaced two water meters
 - Clean Nida manhole #11 weekly
 - Purchased 8 new water meters
- Due to the I&I (Inflow and Infiltration) received at the wastewater treatment plant Bailey Lakes was in violation of the NPDES permit.
 - Highest daily flow reported was .144 MGD
 - Monthly average flow was .0525 MGD
 - Total of 15 days above design flow rate of .040 MGD.

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- Reported CBOD 7 mg/l
- Reported suspended solids 11mg/l

Next meeting February 27, 2023 special meeting at 6:00PM

Since there was no further business Tina Killion moved to adjourn regular meeting.
Krissy Kauf seconded. Roll call: All ayes; No one opposed. Meeting adjourned at 8:27 PM

Mayor- John Benshoff

Fiscal Officer- Leighanna Cawrse
