

February 27, 2019

Agenda

1:15 p.m. Water/Sewer Department Presentation – Mike Jones

Lord's Prayer

Pledge of Allegiance

Approve Minutes

Before/After Expenditures

Inter-Fund Transfer/Advance

Transfer of Funds (2)

Out of County Travel – Maintenance

Award Bid – Wilkshire Hills WWTP Headworks Improvement Project – Workman Industrial –
Water/Sewer

Project Nomination – OEPA – Wilkshire Hills Community Water System Improvements – Water/Sewer
Wilkshire Hills Reservoir #2 Rehab Engineering Services Agreement – Dixon Engineering –Water/Sewer

Pay Bills

Other Business

Adjourn

THE BOARD OF COMMISSIONERS OF TUSCARAWAS COUNTY MET IN REGULAR SESSION,
WEDNESDAY, THE 27TH DAY OF FEBRUARY, 2019, WITH THE FOLLOWING MEMBERS
PRESENT:

Joe Sciarretti
Chris Abbuhl
Al Landis

Commissioner Sciarretti presiding

The Lord's Prayer was said.

The Pledge of Allegiance was said.

RESOLUTION (147-2019) APPROVE MINUTES

It was moved by Commissioner Landis, seconded by Commissioner Abbuhl, to approve the minutes of the previous meeting as written.

VOTE: Joe Sciarretti, yes;
Chris Abbuhl, yes;
Al Landis, yes;

RESOLUTION (147B-2019) BEFORE/AFTER EXPENDITURES

It was moved by Commissioner Landis, seconded by Commissioner Abbuhl, to approve the following before/after expenditures:

Radiator Service (Engineer)	\$494.00
MNJ Technologies (IT)	\$1,143.00

VOTE: Joe Sciarretti, yes;
Chris Abbuhl, yes;
Al Landis, yes;

RESOLUTION (148-2019) INTER-FUND TRANSFER/ADVANCE

It was moved by Commissioner Abbuhl, seconded by Commissioner Landis, to approve the following inter-fund transfer/advance:

Treasurer, Tusc. Co. Children Services to Public Assistance \$36,750.00

VOTE: Joe Sciarretti, yes;
Chris Abbuhl, yes;
Al Landis, yes;

RESOLUTION (149-2019) TRANSFER OF FUNDS

It was moved by Commissioner Abbuhl, seconded by Commissioner Sciarretti, to approve the following transfer of funds:

DEPARTMENT	FROM	TO	AMOUNT	REASON
LEPC	B052-B06	B052-B07	\$599.19	Funds needed for incident reimbursement

VOTE: Joe Sciarretti, yes;
Chris Abbuhl, yes;
Al Landis, yes;

RESOLUTION (150-2019) OUT OF COUNTY TRAVEL – MAINTENANCE

It was moved by Commissioner Landis, seconded by Commissioner Abbuhl, to approve the following travel request as submitted by Jack Hupp, Head of Maintenance:

DATE: 03-19-2019
LOCATION: Columbus, OH
ATTEND: Jack Hupp
USING COUNTY VEHICLE: No
EXPENSE: \$600.00
REASON: Ohio BWC Safety Congress

VOTE: Joe Sciarretti, yes;
Chris Abbuhl, yes;
Al Landis, yes;

Discussion: Mike Jones, Sanitary Engineer, stated that the bids were reviewed and it his recommendation to award the bid for the Wilkshire Hills Waste Water Treatment Plant (WWTP) Headworks Improvement Project to Workman Industrial. Along with the base bid, Mr. Jones also recommended awarding the alternate for the wet well repairs to Workman Industrial as well. Mike Jones added that the estimated time for completion of the project is approximately six months.

RESOLUTION (151-2019) AWARD BID – WILKSHIRE HILLS WASTEWATER TREATMENT PLANT HEADWORKS IMPROVEMENT PROJECT – WORKMAN INDUSTRIAL – WATER SEWER

It was moved by Commissioner Abbuhl, seconded by Commissioner Landis, to approve the following:

A RESOLUTION AUTHORIZING THE CONSTRUCTION CONTRACT FOR THE WILKSHIRE HILLS WWTP HEADWORKS IMPROVEMENT PROJECT

Resolution Number 151-2019

WHEREAS, the Board of Commissioners, Tuscarawas County, Ohio ("Board") received, opened and publicly read aloud written contractor bids for the completion of the Wilkshire Hills WWTP Headworks Improvements ("Project") on February 13, 2019; and

WHEREAS, in accordance with the Bid Tabulation and Letter of Recommendation prepared by Engineering Associates, Inc. and attached hereto, Workman Industrial Services, Inc. was determined to be the lowest and best bidder; and

WHEREAS, in accordance with the Source and Use of Funds Summary prepared by Michael Jones, Tuscarawas County Sanitary Engineer, the County has adequate funding to award the Base Bid in the amount of \$424,499.00 and Alternate 6A – Wet Well Concrete Repair in the amount of \$37,924.15; and

WHEREAS, the Board desires to award the Base Bid and Alternate 6A to Workman Industrial Services, Inc.; and

NOW, THEREFORE BE IT RESOLVED:

1. That, Workman Industrial Services, Inc. has provided the lowest and best written construction bid in the amount of \$424,499.00 for the Base Bid and \$37,924.15 for Alternate 6A for the Project.
2. That, Workman Industrial Services, Inc. is conditionally awarded the Base Bid and Alternate 6A for the Project.
3. That the President of the Board is hereby authorized to execute all contract documents in connection with the award of the project on behalf of the Board.
4. That, the foregoing Resolution was adopted and all actions and deliberations of the Board were properly conducted in meetings open to the public in compliance with all applicable legal requirements including Section 122.22 of the Ohio Revised Code.

Passed this 27 day of February, 2019

BOARD OF COMMISSIONERS
TUSCARAWAS COUNTY, OHIO

This resolution and referenced nomination form attached have been reviewed and found in proper form and order.


Special Counsel to the Tuscarawas County Metropolitan Sewer District


Chris Abbuhl


Al Landis


Joe Sciarretti

I hereby certify the above and foregoing to be a true and correct account of the proceedings as had by and before the Board on the day and year first written above.


Adam Stilgenbauer, Clerk

VOTE:

Joe Sciarretti, yes;
Chris Abbuhl, yes;
Al Landis, yes;

Discussion: Mike Jones, Sanitary Engineer, stated that TCMSD is preparing to expand the well field in the Wilkshire Hills area, and therefore intends to upgrade water treatment facilities to include manganese filtration, which will be required by Ohio EPA in order to expand the well field. TCMSD has already applied for a grant through USDA and is seeking to apply for another grant through the Ohio EPA. If awarded both grants, TCMSD will review both grants and choose the grant that is of the most benefit to the County.

RESOLUTION (152-2019) PROJECT NOMINATION – OEPA – WILKSHIRE HILLS COMMUNITY WATER SYSTEM IMPROVEMENTS – WATER/SEWER

It was moved by Commissioner Landis, seconded by Commissioner Abbuhl, to approve the following:

A RESOLUTION AUTHORIZING A NOMINATION FUNDING THROUGH THE OHIO ENVIRONMENTAL PROTECTION AGENCY'S WATER SUPPLY REVOLVING LOAN ACCOUNT (WSRLA) PROGRAM FOR IMPROVEMENTS TO THE WILKSHIRE HILLS COMMUNITY WATER SYSTEM

Resolution Number 152-2019

WHEREAS, the Board of Commissioners, Tuscarawas County, Ohio ("Board") owns the Wilkshire Hills Community Water System, which is a regional water system supplying drinking water to the following areas: Wilkshire Hills, Zoar, Mineral City, Lawrence Township Industrial Park, Hunters Green Subdivision, Sandyville, UMH/Sandy Valley Estates, SR 183/Jennie Brick Road, and Sandy Township, and

WHEREAS, pursuant to Ohio Revised Code ("ORC") 6103.05(A), the Board has determined that improvements to the existing water system are necessary for addressing long term water supply quantity and quality needs, which are necessary for the preservation and promotion of the public health and welfare, and

WHEREAS, the Ohio Environmental Protection Agency ("OEPA") offers drinking water capital project financing through its Water Supply Revolving Loan Account ("WSRLA") Program; and


NOW THEREFORE, BE IT RESOLVED by the Board:

Section 1: The Board hereby authorizes the submission of the Project Nomination form to OEPA for the purpose of obtaining funding for the Wilkshire Hills Community Water System Improvements.

Section 2: The Board hereby authorizes the Tuscarawas County Sanitary Engineer, Michael Jones, to sign said nomination form on behalf of the Board.

Passed this 27 day of February, 2019

This resolution and referenced nomination form attached have been reviewed and found in proper form and order.


Special Counsel to the Tuscarawas County
Metropolitan Sewer District

BOARD OF COMMISSIONERS
TUSCARAWAS COUNTY, OHIO


Chris Abbuhl


Al Landis


Joe Sciarretti

VOTE:

Joe Sciarretti, yes;
Chris Abbuhl, yes;
Al Landis, yes;

Discussion: Mike Jones, Sanitary Engineer, stated that this is an Engineering Services Agreement with Dixon Engineering to draw together plans and specifications for project to repair the Wilkshire Hills Reservoir #2. Dixon Engineering will prepare specifications for the project, which will include caulking of interior and exterior bolts and seams, as well as other improvements to update the tank to current standards. According to Michael Jones, the project could be ready for bidding in July.

RESOLUTION (153-2019) WILKSHIRE HILLS RESERVOIR #2 REHAB ENGINEERING SERVICES AGREEMENT – DIXON ENGINEERING – WATER/SEWER

It was moved by Commissioner Landis, seconded by Commissioner Abbuhl, to approve the following:

A RESOLUTION AUTHORIZING AN AGREEMENT WITH DIXON ENGINEERING, INC. FOR ENGINEERING SERVICES IN CONNECTION WITH THE WILKSHIRE HILLS RESERVOIR #2 REHABILITATION PROJECT

Resolution Number 153-2019

WHEREAS, the Board of Commissioners, Tuscarawas County, Ohio ("Board") owns the Wilkshire Hills Community Water System, which supplies drinking water to the following districts: Wilkshire Hills, Zoar, Mineral City, Lawrence Township Industrial Park, Hunters Green Subdivision, Sandyville, UMH/Sandy Valley Estates, SR 183/Jennie Brick Road, and Sandy Township, and

WHEREAS, pursuant to Ohio Revised Code ("ORC") 6103.05(A), the Board has determined that rehabilitation is needed for Wilkshire Hills Reservoir #2; and

WHEREAS, no special assessments are to be levied and collected to pay any part of this improvement; and

WHEREAS, Michael Jones ("Sanitary Engineer"), recommends that the Board engage the services of Dixon Engineering, Inc. for design phase and construction phase engineering services for the Wilkshire Hills #2 Reservoir Rehabilitation Project.

NOW THEREFORE, BE IT RESOLVED by the Board:

Section 1: The Board hereby authorizes the Agreement with Dixon Engineering, Inc. for design phase and construction phase engineering services for the Wilkshire Hills Reservoir #2 Rehabilitation Project and further authorizes the President and/or Vice President of the Board to execute said Agreement on behalf of the Board.


Section 2: In accordance with ORC 6103.05(B), the Board hereby authorizes the expenditure of funds in the amount of \$9,850.00 from the Water Capital Improvement Fund (Fund Number Q75) required for the Professional Engineering Services.

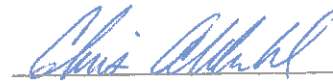
Section 3: It is found and determined that all formal actions of this Board concerning and relating to the passage of this Resolution were passed in an open meeting of this Board and that all deliberations of this Board and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.


Passed this 27 day of February, 2019

BOARD OF COMMISSIONERS
TUSCARAWAS COUNTY, OHIO

This resolution and referenced nomination form attached have been reviewed and found in proper form and order.


Special Counsel to the Tuscarawas County Metropolitan Sewer District


Chris Abbuhl


Al Landis


Joe Sciarretti

I hereby certify the above and foregoing to be a true and correct account of the proceedings as had by and before the Board on the day and year first written above.


Adam Stilgenbauer, Clerk

VOTE:

Joe Sciarretti, yes;
Chris Abbuhl, yes;
Al Landis, yes;

It was moved by Commissioner Abbuhl, seconded by Commissioner Landis, to approve payment for the following bills:

Child Support		
City of New Philadelphia	Water/Sewer/Garbage	\$80.15
OH CSEA Director's Association	Clear Fees	\$82.56
American Electric Power	Service	\$1,577.41
Frontier	Service	\$1,018.05
Action Now Pest Control	Service	\$45.00
Verizon Wireless	Broadband Wireless	\$80.34
First Communications	Long Distance	\$168.44
		\$3,051.95
Clerk of Courts		
Graphic Enterprises	Services	\$336.73
Vista SG	Maintenance	\$3,228.70
		\$3,565.43
Commissioners		
American Electric Power	Service	\$462.06
G & L Supply	Supplies	\$676.87
Newcomerstown Chamber	Registration/Sciarretti	\$20.00
Frontier	Service	\$214.98
Office Depot	Supplies	\$311.70
NP Postmaster	BRM Annual Maintenance	\$710.00
Gor-Con Construction	Men's RR Update	\$3,290.00
Occupational Medicine Center	Pre-Employment Drug Screen	\$38.00
		\$5,723.61
Common Pleas		
Elizabeth Stephenson	Travel	\$32.00
Staples Credit Plan	Supplies	\$127.23
Staples Credit Plan	Desk Chair	\$199.98
John Shaklee	Arraignment Hearing	\$89.44
		\$448.65
Community & Economic Development		
Scott Reynolds	Travel	\$111.55
		\$111.55
Coroner		
Axis Forensic	Tox Screen	\$320.00
Stark County Coroner	Autopsies	\$2,700.00
		\$3,020.00
Dog Pound		
American Electric Power	Service	\$621.09
Action Now Pest Control	Service	\$35.00
Staley Technologies	Repairs	\$106.00
Staley Technologies	Repairs	\$244.00
Zashin & Rich	Services	\$148.00
		\$1,154.09
Emergency Management		
Alex McCarthy	Travel	\$15.00
		\$15.00
Employee Dress Down Day Fund		
Robert's	Relay for Life Embroidery	\$17.67
		\$17.67
Information Technology		
Staples	Supplies	\$11.69
Staples	Supplies	\$27.99
OARnet	Internet Connection	\$138.00

			\$177.68
Job & Family Services			
Alisha Everhart	FC School Uniforms	\$286.49	
Clear Communications	Interpreter	\$414.00	
Canton Pediatric Dental Center	FC Dental Work	\$106.00	
David Kinsey	FACES/Rent & Deposit	\$1,200.00	
Dr Nicholas Varrati MD	Drug Screens	\$98.00	
			\$2,104.49
Juvenile/Probate			
Donna Miller	Travel	\$54.78	
Donna Miller	Guardianship Investigation Fee	\$125.00	
			\$179.78
Law Library			
Clerk of Courts	Notary Fees	\$126.00	
			\$126.00
Public Defender			
Staley Technologies	Phone Line	\$105.00	
Staples	Supplies	\$480.44	
Staples	Supplies	\$423.09	
Frontier	Service	\$292.05	
			\$1,300.58
Treasurer			
Tusc Co Recorder	Tax Lien Release Fees	\$224.00	
			\$224.00
Veterans			
Embassy Suites Hotel	Lodging	\$620.00	
Parkway Auto Group	Service	\$44.60	
			\$664.60
Water & Sewer			
Cintas	Uniform Rental	\$492.75	
American Electric Power	Service	\$1,450.92	
American Electric Power	Service	\$254.64	
Rex Pipe	Small Projects Willow Glen	\$75.69	
Holdsworth Industrial Fabricating	Small Projects Willow Glen	\$365.00	
Prime Solutions	Pumps & Motors	\$7,068.10	
Heritage Cooperative	Fuel	\$2,584.63	
Verizon Wireless	Cell Phone Service	\$396.81	
Great Lakes Water & Waste	Repairs	\$200.00	
Advance Auto	Repair	\$60.00	
Sensus USA	Software Support	\$1,949.94	
Dover Municipal Utilities	Utility	\$226.95	
Dover Municipal Utilities	Utility	\$657.20	
Pro-Tech	Annual Cellular Data	\$2,100.00	
Twin City Water & Sewer	Sewage Disposal	\$6,949.06	
John Alberty 212 Auto Service	Repairs	\$350.70	
John Alberty 212 Auto Service	Tires	\$347.10	
American Water Works Association	Membership	\$75.00	
Pro-Tech	Cellular Data	\$30.00	
USA Bluebook	Controls	\$715.56	
USA Bluebook	Equipment	\$537.80	
USA Bluebook	Materials	\$90.04	
			\$26,977.89
			\$48,862.97

VOLE:

Joe Sciarretti, yes;
Chris Abbuhl, yes;
Al Landis, yes;

Discussion: Commissioner Sciarretti reiterated, from Monday's Commissioners Meeting, his praise of first responders for their actions in handling a tree that had fallen on a power line near his home during the windstorm Sunday night.

WATER/SEWER DEPARTMENT PRESENTATION – MIKE JONES

Mike Jones, Sanitary Engineer, presented the following PowerPoint to the Commissioners to give them an update on the current status on the Tuscarawas County Metropolitan Sewer District:

Tuscarawas County Metropolitan Sewer District

Presentation for the Tuscarawas County Board of Commissioners
February 27, 2019

Overview

- District was formed in 1973 to provide water and sewer service to unincorporated areas of Tuscarawas County, as well as select municipal corporations.
- District operates under the authority of ORC Sections 6103 and 6117.
- Service area excludes those areas served by the Atwood Regional Water & Sewer District and the Twin City Water & Sewer District, which are regional districts operating under ORC 6119.

Our Mission

The Tuscarawas County Metropolitan Sewer District is committed to providing safe, high quality water and wastewater services to the communities we serve, while maintaining a standard of excellence in customer service and environmental conservation.

Importance of Water and Wastewater Services

- ▶ Protection of Public Health, Environment and Water Resources
- ▶ Fire Protection
- ▶ Provides a Backbone for Economic Growth
- ▶ Improve the Quality of Life

Sewer Districts

- ▶ County-Owned Wastewater Treatment Facilities
 - ▶ Wilkshire Hills WWTP
 - ▶ Sandyville/East Sparta WWTP
 - ▶ Mineral City WWTP
 - ▶ Stone Creek WWTP
 - ▶ Kerr WWTP
- ▶ Treatment by Others
 - ▶ City of Dover
 - ▶ Village of Newcomerstown
 - ▶ Village of Tuscarawas



Water Districts

- ▶ County-Owned Water Treatment Plants
 - ▶ Wilkshire Hills WTP
 - ▶ Dundee WTP
 - ▶ Ridgewood WTP
- ▶ Treatment by Others
 - ▶ Wainwright (Village of Tuscarawas)



General Operating Statistics

	2018	2017	2016	2015	2014
Alerts (Water & Sewer)	1,335	2,507	1,826	2,235	2,094
OUPS Marking Requests	5,904	4,668	4,228	2,932	3,058
Non-CDL Vehicles	17	N/A	N/A	N/A	N/A
CDL Vehicles (Tankers, Vector, Dump)	4	N/A	N/A	N/A	N/A
Miles Driven	159,629	164,966	N/A	N/A	N/A
Gasoline Used (gallons)	14,970	15,012	N/A	N/A	N/A
Diesel (Clear) Used (gallons)	2,088	3,261	N/A	N/A	N/A
Diesel (Dyed) Used (gallons)	2,895	N/A	N/A	N/A	N/A
Diesel (Ultra) Used (gallons)	333	N/A	N/A	N/A	N/A
Propane (Stone Creek WWTP)	3,631	N/A	N/A	N/A	N/A
Annual Vehicle Maintenance Cost	32,692	37,360	N/A	N/A	N/A

Sewer District Capital Asset Statistics

	2018	2017	2016	2015	2014
Miles of Sewer	90	90	N/A	N/A	N/A
Wastewater Treatment Facilities	5	5	N/A	N/A	N/A
Pumping Stations	25	25	N/A	N/A	N/A

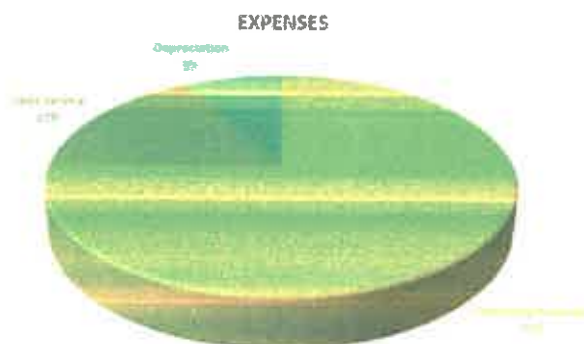
Sewer District - Financial Benchmarking

	2018	2017	2016	2015	2014
Total Operating Revenues	2,448,315	2,192,683	2,331,415	2,096,793	
Total Operating Expenses	2,391,670	2,228,459	2,001,575	2,048,820	
Depreciation & Amortization Expenses	557,015	559,720	470,721	564,074	
Debt Principal Payments	304,948	296,015	322,677	301,923	
Debt Interest Payments	113,482	118,371	128,822	137,656	
Current Assets, excluding inventories, restricted cash & prepaids	1,487,605	1,175,176	1,140,315	859,380	
Current Liabilities, excluding deposits & bond anticipation notes	879,720	486,652	467,939	312,303	
Unrestricted Cash & Investments	955,894	824,234	810,189	557,475	
Total Accumulated Depreciation	13,208,205	N/A	N/A	N/A	
Total Depreciable Capital Assets	31,485,530	N/A	N/A	N/A	

Sewer District - Financial Benchmarking (cont'd)

Operating Ratio with Depreciation (Goal = 1.2)	1.02	0.98	1.36	1.02
Operating Ratio excluding Depreciation (Goal = 1.5)	1.33	1.31	1.52	1.40
Debt Service Coverage Ratio (Goal = 1.2)	1.07	1.20	1.07	1.00
Debt Ratio (Goal = 2.0)	1.69	2.41	2.44	2.75
Debt to Net Worth (Minimum = 0.50; Maximum = 1.00)	0.60	1.00	0.99	1.00
Percent of Capital Assets Depreciated (Goal = 50%, most be well under 100%)	42%	N/A	N/A	N/A
Debt Ratio (AWWA Median = 49.8%)	43%	31%	29%	27%
Operating Cost Ratio (Goal = 1.00) (AWWA Median = 5344)	93%	N/A	N/A	N/A

Sewer District - Where do the Rates Go?



Water District Operating Statistics

	2018	2017	2016	2015	2014
Total Customers	2,575	2,596	N/A	N/A	N/A
Number of Tap-ins	8	14	5	77	58
Water Produced (MG)	179.45	184.05	205.64	212.40	214.22
Water Sold (MG)	131.32	130.71	135.89	136.00	N/A
Non-Revenue Water, %	27	31	34	36	N/A
Violations/ Out of Compliance	0	0	0	0	N/A
Water Main Breaks	8	6	10	9	N/A
Service Line Breaks	37	14	16	14	N/A
Hydrants Repaired	8	7	16	7	N/A
Hydrants Replaced	0	1	1	N/A	N/A
Mtr-Related Service Complaints	15	23	56	69	N/A
Number of Employees	6.5	6.25	6	7	7
Number of Vehicles	12	9	9	10	9

Water District Capital Asset Statistics

	2018	2017	2016	2015	2014
Miles of Waterlines	66	66	N/A	N/A	N/A
Reservoirs	10	10	N/A	N/A	N/A
Water Treatment Facilities	4	4	N/A	N/A	N/A
Pumping Stations	5	5	N/A	N/A	N/A

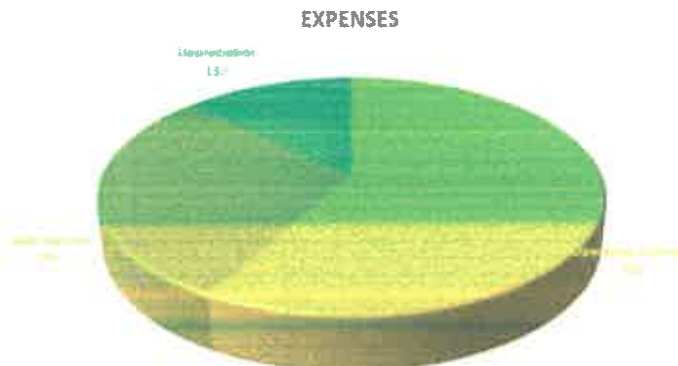
Water District - Financial Benchmarking

	2018	2017	2016	2015	2014
Total Operating Revenues		1,464,627	1,424,766	1,434,459	1,356,892
Total Operating Expenses		1,130,779	1,022,094	1,290,333	1,008,234
Depreciation & Amortization Expenses		279,285	273,881	266,884	233,270
Debt Principal Payments		217,545	218,710	239,998	213,627
Debt Interest Payments		205,079	196,084	208,059	185,873
Current Assets, excluding inventories, restricted cash & prepaids		984,302	1,866,296	847,231	897,522
Current Liabilities, excluding deposits & bond anticipation notes		347,328	457,253	353,699	318,781
Unrestricted Cash & Investments		749,544	1,645,929	638,063	609,143
Total Accumulated Depreciation		3,646,446	N/A	N/A	N/A
Total Depreciable Capital Assets		14,978,364	N/A	N/A	N/A

Water District - Financial Benchmarking (cont'd)

Operating Ratio with Depreciation (Goal = 1.2)	1.30	1.39	1.11	1.35
Operating Ratio excluding Depreciation (Goal = 1.5)	1.72	1.90	1.40	1.75
Debt Service Coverage Ratio (Goal = 1.2)	1.45	1.63	0.92	1.46
Quick Ratio (Goal = 2.0)	2.83	4.08	2.40	2.87
Days Cash on Hand (Minimum = 60 days, AWWA Median = 150 days)	145	80	124	127
Percent of Capital Assets Depreciated (Goal = 50%, must be well under 100%)	24%	N/A	N/A	N/A
Debt Ratio (AWWA Median = 36%)	46%	47%	56%	54%
Operating Cost Ratio, S/EDU (AWWA Median = 5362)	298	N/A	N/A	N/A

Water District - Where do the Rates Go?



Asset Replacement Value

District	Estimated Asset Replacement Value
Water District	\$38,950,000
Sewer District	\$91,900,000
Total	\$130,850,000

Organizational Chart



Administrative Functions

- ▶ **Billing**
 - ▶ Primary source of revenue is from monthly user charges
 - ▶ Various methods of payment:
 - ▶ Mail, in-office, Drive-thru window & after-hours deposit box
 - ▶ Online bill payment – Credit/Debit Cards & Electronic Checks
 - ▶ Automatic Bill Payment (ACH program)
- ▶ **Other Sources of Revenue**
 - ▶ Permit Fees & Tap-in Charges
 - ▶ State County – Operation, Maintenance and Replacement Charges (East Sparta Sewer System)
 - ▶ Contract/Shared Services
 - ▶ Contract Operation of Tussey Valley High School/Middle School Wastewater Treatment Facility
 - ▶ Operation and Maintenance of Job & Family Services Grinder Pump Station
 - ▶ Contract Operation of Zoanville Water System (temporary agreement until water transmission line project is complete)



Engineering & Engineering Support

- ▶ Capital Project Planning, Design, Oversight and Construction Management
- ▶ Permits
 - ▶ Application and Plan Review to ensure compliance with Rules/Regulations
 - ▶ Inspection of new constructions to ensure compliance with specifications
- ▶ Underground Utility Coordination
 - ▶ Handling CUFS requests and providing field marking of facilities
- ▶ GIS Mapping
- ▶ Asset Management

Engineering - Planning & Design

- ▶ Active Projects
 - ▶ Wilkshire Hills WWTP Headworks Improvement
 - ▶ Zoarville Water System
 - ▶ McKinley/Dutchtown Waterline Replacement
 - ▶ Mineral City - High Street Sewer Rehabilitation Project
 - ▶ Bolivar Lift Station Rehabilitation Project
 - ▶ Wilkshire Reservoir #2 Rehabilitation Project
 - ▶ Wilkshire Hills Water System Improvements
 - ▶ Old Orchard Area Sewer Rehabilitation Project #3
 - ▶ Miscellaneous Small Rehab Projects



Engineering - Planning & Design

- ▶ Active Projects
 - ▶ Wilkshire Hills WWTP Headworks Improvement
 - ▶ Zoarville Water System
 - ▶ McKinley/Dutchtown Waterline Replacement
 - ▶ Mineral City - High Street Sewer Rehabilitation Project
 - ▶ Bolivar Lift Station Rehabilitation Project
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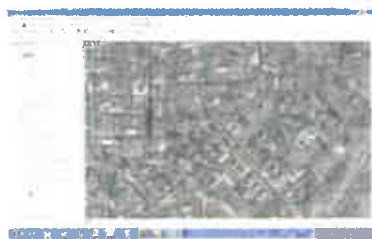
Engineering - Construction

- ▶ 2018 Major Construction Projects
 - ▶ Sandyville WWTP Upgrade



GIS Program - Mobile Data Collection & Real Time Mapping

- ▶ Sewer District staff currently uses mobile data collection applications to provide real-time updates to cloud-based GIS system. Used to track sewerage system maintenance, sewer line camera inspections, manhole inspections, septic tank cleanings, etc.
- ▶ To be integrated with Water District personnel in the near future.



Field Operations

- ▶ Responsible for Operation and Maintenance of Water and Sewer District facilities
- ▶ Emergency Service
 - After-hours emergency phone service; staff members are on-call 24/7/365
- ▶ Plant Staffing
 - Staff members visit and inspect each plant 7 days per week
 - Minimum time required on-site is dependent upon size and complexity of facility and must comply (as a minimum) with Ohio EPA minimum staffing requirements
 - Water Distribution System & Sewer Collection System Operator Staffing
- ▶ Sampling, monitoring & laboratory testing

Field Operations (cont'd)

- ▶ Emergency Service
 - After-hours emergency phone service; staff members are on-call 24/7/365
- ▶ Plant Staffing
 - Staff members visit and inspect each plant 7 days per week
 - Minimum time required on-site is dependent upon size and complexity of facility and must comply (as a minimum) with Ohio EPA minimum staffing requirements
- ▶ Sampling, monitoring & laboratory testing

Safety Program

- ▶ 2018 Safety Statistics
 - Number of Claims = 0
- ▶ Proactive Approach
 - Development of a Safety Culture
 - Monthly Safety Meetings
 - Coordination with EMA & Local Emergency Responders for Emergency Response Training (Chlorine Gas Leak)



Looking Forward



- ▶ Planning
 - 20 Year Capital Improvement Plan
 - System Expansion/Growth
- ▶ Regulatory Changes
 - Revised PCBs Rules (2016)
 - Asset Management Plan Rules (2018)
 - Disruption of Service Rules (2018)
 - Early Stakeholder Outreach Regarding New Rule to Require Treatment for Fe/Mn when SWC is Exceeded (May 2018)
 - Nutrient Limits
 - Unregulated Contaminants

Questions?



NO OTHER BUSINESS COMING BEFORE THE BOARD.

RESOLUTION (155-2019) ADJOURN

It was moved by Commissioner Abbuhl, seconded by Commissioner Landis, to adjourn at 1:59 p.m. to meet in Regular Session, Monday, the 4th day of March, 2019.

VOTE: Joe Sciarretti, yes;
Chris Abbuhl, yes;
Al Landis, yes;

We hereby certify the above and foregoing to be a true and correct account of the proceedings as had by and before us on the day and year first written above.



 Joe Sciarretti



 Chris Abbuhl



 Al Landis

Attest: 

 Adam Stilgenbauer, Clerk