Members Present: Larry J. Doe, Edward B. Koryzno, Jr., Mark Namatevs, Philip W. Wagner, and J. Ray Scott.

Members Absent: None

1. CALL TO ORDER: Doe called the meeting to order at 3:04 p.m.

2. MINUTES OF THE PREVIOUS MEETING: Motion by Namatevs to receive and file the minutes of the October 26, 2004 meeting. Support by Koryzno. In favor: All. Opposed: None. (Motion carried.)

3. NEW BUSINESS:

   A. Request to Approve – YCUA Resolution No. 04-10 re: Resolution re: National City Bank New Officer Declaration - Larry R. Thomas

   Mr. Thomas directed the Board’s attention to a resolution regarding our bank accounts at National City Bank, placing the new officers’ names on the accounts. He indicated that Authority officers have changed and signatures are required for banking records.

   Mr. Thomas recommended approval of YCUA Resolution No. 04-10 re: Resolution re: National City Bank New Officer Declaration.

   Motion by Koryzno to accept Mr. Thomas’s recommendation for approval of YCUA Resolution No. 04-10 re: Resolution re: National City Bank New Officer Declaration. Support by Namatevs. In favor: All. Opposed: None.
(Motion carried)

B. Request to Approve – Purchase of GIS Updates for Water and Sewer Infrastructure - T. Michael Jessee

Mr. Jessee directed the Board’s attention to his memo regarding updating our sanitary sewer and water sectional GIS maps. He indicated that YCUA’s GIS database needs to be updated with new water and sewer that has been added to the City and Township systems over the last few years. Mr. Jessee also explained that the normal bidding procedure was not implemented as OHM provides YCUA’s inspection services for water main and sewer construction and replacements in our service area. He pointed out that OHM’s direct involvement is needed in updating the GIS.

Mr. Jessee explained that it is anticipated that the YCUA engineering department will be able to maintain the GIS in the future without the assistance of outside vendors. He further advised that many of YCUA’s sectional maps are out-of-date because of new infrastructure that has been added. Mr. Jessee stated that this project would bring our GIS up to date. He acknowledged that OHM has given YCUA a proposal to do this work for $34,900. Mr. Jessee confirmed that this would be paid through O & M in the Service Department.

Mr. Jessee recommended approval of the proposal from OHM to update YCUA’s GIS in the amount of $34,900 to be funded from the O & M budget in the Service Department.

Edward B. Koryzno, Jr. inquired as to how far this expenditure will carry the Authority. Mr. Jessee responded that it should take YCUA through the end of this year’s construction season. Mr. Koryzno then asked for clarification that in future years, YCUA would be able to procure these updates internally. Mr. Jessee responded affirmatively.

Larry J. Doe inquired as to whether this cost is added any time there are charges to the infrastructure. Mr. Jessee responded that in the future, YCUA will be requesting as built drawings to be presented in digital format.

Motion by Namatevs to accept Mr. Jessee’s recommendation for approval of the proposal from OHM to update YCUA’s GIS in the amount of $34,900 to be funded from the O & M budget in the Service Department. Support by Koryzno. In favor: All. Opposed: None. (Motion carried)
C. Request to Approve – Purchase of A/O Mixers for Wastewater Treatment Plant - T. Michael Jessee

Mr. Jessee directed the Board’s attention to a memo regarding the purchase of KSB Amamix mixers. He indicated that these mixers are used in our aeration tanks as part of our anoxic-oxic nutrient removal process. Mr. Jessee also explained that the wastewater plant began using the A/O process in the mid 1980s. He pointed out that, at that time, YCUA purchased the rights to use the process. Mr. Jessee explained that, in doing so, the Authority purchased mixers for the entire plant. However, he stated, at that time, YCUA converted only one-half of our aeration tanks to the A/O process, which left us nine mixers that were put in storage for later use. He further advised that, as part of the plant expansion/improvements project, the three remaining aeration tanks would be converted to the A/O process. Mr. Jessee stated that the new tanks are constructed with the technology.

However, he advised, of the nine mixers originally put into storage, four have been used as replacements when the original mixers experienced mechanical problems that could not be repaired. He acknowledged that the Authority must, therefore, purchase four additional mixers. Mr. Jessee confirmed that YCUA wants all of its mixers (there are thirty mixers total) to be of the same brand, therefore, the four mixers being recommended are the KSB Amamix mixers. He explained that there is only one source for these mixers, which is Pumps Plus, Inc. Mr. Jessee pointed out that the purchase price of the mixers is $39,731.

Mr. Jessee recommended approval of the request to purchase four mixers from Pumps Plus, as a sole source provider, for a cost of $39,731 to be paid out of the Wastewater Treatment Plant Improvement Fund.

Mark Namatevs inquired as to whether this expenditure was budgeted as part of the expansion. Mr. Jessee responded that the mixers that are being purchased for the future four tanks were budgeted as part of the expansion project but that these mixers are being purchased to replace the ones in storage that were put into use on an emergency basis.

Larry J. Doe inquired as to whether there would be a volume discount on this purchase. Mr. Jessee responded that he wasn’t sure. Mr. Doe then inquired whether a fifth mixer should also be purchased so there is an extra on hand. Mr. Jessee indicated that that had been discussed but staff decided the KSB Amamix were reliable enough to not warrant an additional purchase at this time.
Motion by Wagner to accept Mr. Jessee’s recommendation for approval of the request to purchase four mixers from Pumps Plus, as a sole source provider, for a cost of $39,731 to be paid out of the Wastewater Treatment Plant Improvement Fund. Support by Koryzno. In favor: All. Opposed: None. (Motion carried)

D. Request to Approve – Director Evaluation - Edward B. Koryzno, Jr.

Edward B. Koryzno, Jr. addressed the assembly, advising them that, at the last Board meeting, the Board discussed Larry R. Thomas’s performance and also provided him with the evaluation of his performance, which was very positive and the condition of the Authority has substantially improved over the preceding year. He added, however, that the Board never formally adopted the evaluation and therefore, Mr. Koryzno recommended approval of the formal adoption of the same.

Motion by Koryzno to accept the recommendation for the formal adoption of Director Larry R. Thomas’s performance evaluation as conducted at the October 26, 2004 Board meeting. Support by Scott. In favor: All. Opposed: None. (Motion carried)

E. Request to Approve – Director Compensation - Edward B. Koryzno, Jr.

Edward B. Koryzno, Jr. addressed the assembly, advising them that, consistent with the positive performance evaluation, the Board briefly discussed and the Personnel Committee is recommending that Director Larry R. Thomas’s salary be restored back to the level it was in May of 2003. He indicated that this will be an increase of $5,000 and would bring Mr. Thomas’s salary back up to $85,234. He reminded the assembly that Mr. Thomas’s salary was reduced in an effort to share in the costs associated with the Authority’s financial challenges but that, based on Mr. Thomas’s positive performance over the last year, the Personnel Committee is now making this recommendation.

Mr. Koryzno recommended approval of the request to restore YCUA Director Larry R. Thomas’s salary back to its May 2003 level for an annual increase of $5,000, totaling $85,234.

Motion by Koryzno to accept the recommendation for approval of the request to restore YCUA Director Larry R. Thomas’s salary back to its May 2003 level for an annual increase of $5,000, totaling $85,234. Support by Namatevs. In favor: All. Opposed: None. (Motion carried)

Edward B. Koryzno, Jr. addressed the assembly, advising them that, as it relates to the performance evaluation of Director Larry R. Thomas, the Board has recommended goals for the Director for the coming fiscal year. He indicated that those goals were discussed at the October 26, 2004 Board meeting during the evaluation process and that Mr. Thomas was directed to prepare an action plan based upon those goals. Mr. Koryzno directed the Board’s attention to that plan of action, as included in their Board packets. He added that the Personnel Committee discussed the action plan and recommends that the Board approve the same.

Mr. Koryzno recommended approval of the Director Goals for Fiscal Year 2004 – 2005.

Motion by Koryzno to accept the recommendation for approval of the Director Goals for Fiscal Year 2004 – 2005. Support by Wagner. In favor: All. Opposed: None. (Motion carried)

G. Fund Balance Report - Larry R. Thomas

Mr. Thomas directed the Board’s attention to the Fund Balance Report. He then proceeded to give a detailed report of the information contained in the report and answered questions from the Board.

Informational only; no motion from the Board required.


There was no Financial Report – Net Assets Report for the month.


Mr. Thomas directed the Board’s attention to the Usage Report – Consumption Report. He then proceeded to give a detailed report of the information contained in the report and answered questions from the Board.

Informational only; no motion from the Board required.

J. Director’s Report – Larry R. Thomas

Mr. Thomas wished everyone a Happy Thanksgiving. There was no Director’s Report for the month.
4. **OLD BUSINESS:**

There was no old business for the month.

5. **OTHER BUSINESS:**

Edward B. Koryzno, Jr. indicated that he would like to see the Authority purchase an appreciation plaque for its former Chairperson, Brenda L. Stumbo. The Executive Administrative Assistant responded that she would look into it.

6. **STATEMENTS AND CHECKS:** Motion by Namatevs to pay the bills in the amount of $2,389,754.21 plus an addendum in the amount of $1,932,013.91. Support by Wagner. In favor: All. Opposed: None. (Motion carried.)

7. **PUBLIC COMMENTS:** Zane Janicki from Orchard, Hiltz, and McCliment addressed the Board and extended OHM’s thanks regarding the GIS project.

8. **ADJOURNMENT:** Motion by Namatevs to adjourn the meeting at 3:27 p.m. Support by Scott. In favor: All. Opposed: None. (Motion carried)

Respectfully submitted,

MARK NAMATEVS, Secretary/Treasurer