

**MINUTES
BOARD OF TRUSTEES MEETING
LORAIN COUNTY RURAL WASTEWATER DISTRICT
January 10, 2008**

Call to Order –

The regular meeting of the Board of Trustees of the Lorain County Rural Wastewater District was held at the LORCO office, 22898 West Road, Wellington Ohio. President McConnell called the meeting to order at 8:00 p.m. with the pledge of allegiance.

Trustees in Attendance –

Douglas Edwards	Dominic Ferritto	Barbara Harper
John Piwinski	Gerald Cowie	Thomas Lahetta
Dorothy Collins	Scott Grills	Neil Lynch
Jim McConnell	Dennis Shumaker	Dwaine Clinker
James Wright	Rick Hutman	Howard Born, Jr.

Also in Attendance –

Fred Alspach, Executive Director
Becky Haines, Administrative Assistant

Absent – Ernest Hartman

Election of Officers –

In accordance with Article IV, Section 1 of the LORCO Bylaws, election of officers is to take place at the first meeting of the year. Executive Director Alspach then opened the floor for nominations for President.

It was moved by Doug Edwards, with a second by John Piwinski to nominate James McConnell for the office of President. Hearing no further nominations all voted yea. Motion carried.

Executive Director Alspach called for nominations for Vice President. It was moved by Gerald Cowie, with a second by Scott Grills to nominate Neil Lynch as Vice President. Hearing no further nominations all voted yea. Motion carried.

Executive Director Alspach called for nominations for Secretary-Treasurer. It was moved by Scott Grills, with a second by Howard Born, Jr. to nominate Thomas Lahetta to the office of Secretary-Treasurer. Hearing no further nominations all voted yea. Motion carried.

Approval of the Minutes –

President McConnell noted that the minutes of the regular meeting held on December 13, 2007 were mailed to all board members and called for any corrections or additions. It was moved by Scott Grills with a second by Dominic Ferritto to approve the minutes as written. All voted yea. Motion carried.

New Business –

In accordance with the LORCO By-Laws, a motion was made by John Piwinski with a second by Barbara Harper to set the regular monthly board meetings for the second Thursday of the month beginning at 7:00 PM. All voted yea. The motion carried. It was also noted that any committee meetings should be scheduled for the fourth Thursday as needed.

Resolution No. 2008-01 Be it resolved by the Board of Trustees of the LORCO Rural Wastewater District that it was moved by Thomas Lahetta with a second by Barbara Harper;

WHEREAS, the following have been submitted:

Payroll 12/02/07 – 12/14/07	\$	1,443.27
Payroll 12/15/07 – 12/28/07	\$	1,443.27
OPERS – December contribution	\$	1,273.79
First Merit – December federal taxes	\$	948.21
First Merit – monthly analysis fee	\$	27.06
Village of Grafton – treatment costs	\$	456.95
Rebecca Haines – mileage reimbursement	\$	22.80
Yost Construction – bore reimbursement	\$	3,950.00
Computers by Steve – website maintenance	\$	250.00
Verizon Wireless	\$	51.74
State Auditor – audit fees	\$	149.73
State of Ohio – fourth quarter payroll taxes	\$	438.90
Central Collection Agency – fourth quarter payroll taxes	\$	159.11
LMRE – fourth quarter copies & faxes	\$	133.05
LMRE – fourth quarter postage	\$	214.19
LMRE – fourth quarter mileage (F. Alspach)	\$	343.38
LMRE – January rent	\$	250.00
LMRE – Administrative Contract for January	\$	7,036.43
Stumphauzer & O’Toole – December legal fees	\$	444.00
Radachi & Company – October audit fees	\$	1,479.00
Radachi & Company – November audit fees	\$	1,508.00

NOW, THEREFORE BE IT RESOLVED,

- 1) That in anticipation of receiving permanent construction funding with a financing guarantee from the USDA/ Rural Development, the LORCO Rural Wastewater District may be required to expend or incur cost for planning and/or fees for the purpose of making capital improvements to their wastewater collection facility, which costs expended or incurred will be considered a part of the total USDA/Rural Development construction loan and the LORCO Rural Wastewater District may claim such costs as

- reimbursable expenses through the loan.
- 2) That it is found and determined that all formal actions of this Board of Trustees concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Board of Trustees, and that all deliberations of the Board of Trustees and of any of its committees resulting in such formal action were in meetings open to the public, in compliance with the law, including Section 121.22 of the Revised Code of Ohio.

Vote resulted as follows: 15 yea 0 nay. Motion carried.

Resolution 2008-02 Be it resolved by the Board of Trustees of the LORCO Rural Wastewater District that it was moved by Doug Edwards with a second by Dominic Ferritto:

A RESOLUTION APPROVING THE EXECUTIVE DIRECTOR BE AUTHORIZED TO SIGN LORCO CHECKS.

WHEREAS, the LORCO RURAL WASTEWATER DISTRICT pays debts by preprinted check based on proper invoicing, and;

WHEREAS, debts require timely authorization and payment, and;

WHEREAS, in past practice checks have been signed with authorized facsimile signatures of the officers of the LORCO Board of Trustees, and;

WHEREAS, past practice is being corrected by authorization of a single signature produced by the Executive Director.

NOW THEREFORE, BE IT RESOLVED by the Board of Trustees of the LORCO Rural Wastewater District that

- Section 1. The "Then and Now Certificate" is used when prior approval for purchases was not obtained with a purchase order. The Executive Director certifies that at the time the order was made (then) and when payment is made (now), there are appropriations that are free from previous encumbrances to cover the payment. If the expenditure is less than \$3,000.00, the Executive Director can authorize the payment/certificate and sign the check. If the expenditure is over \$3,000.00, then the Executive Director must have board approval for the payment/certificate. The board approval/resolution must be completed within 30 days of the authority's receipt of the certificate.
- Section 2. All certificates and check payments are listed on a form and presented to the Board at the regular monthly meeting for review and approval by resolution.
- Section 3. It is found and determined that all formal actions of the LORCO Board concerning and relating to the passage of this Resolution were passed in an open meeting of the 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.

The vote resulted as follows: 15 Yes 0 No. The motion carried.

Executive Director Alspach gave a review of the staff report highlighting meetings and points of interest since the last board meeting. The members were given a copy of a letter sent by State Representative Matt Lundy to the Army Corps of Engineers and the Ohio EPA encouraging their offices to expedite their review process and permit approval. In closing he mentioned that letters will be sent at the end of January to those member townships and villages whose terms are expiring in March to appoint a representative and alternate to the board.

Administrative Assistant Haines gave an overview of the first year of LORCO's customer billing, status of highway use and railroad permits, and the new telephone system being installed by Lorain Medina Rural Electric Cooperative.

Other Business –

President McConnell called for any other business to come before the board or questions from the audience. Carlisle Township resident Carl Denk posed areas of concern for consideration regarding grinder pump systems, bid specifications and pipeline design. Executive Director Alspach and GRW Engineers will review the comments and address his concerns. Dan Gouch, the newly appointed Black River Watershed Coordinator for the Lorain County Community Development Department, introduced himself and explained that his primary role is to develop a Watershed Action Plan to be endorsed by the Ohio Department of Natural Resources and the Ohio EPA. He is currently becoming acclimated to the area to form a better understanding of water quality and management issues.

Adjourn –

With no further business to come before the board, it was moved by Dominic Ferritto with a second by Scott Grills to adjourn at this time 8:55 PM and meet again in regular session at 7:00 PM on Thursday, February 14, 2008 at the LORCO office located at 22898 West Road, Wellington. All voted yea. Motion carried.

President

Secretary Treasurer