

MINUTES
NORTHEAST OHIO REGIONAL SEWER DISTRICT
BOARD OF TRUSTEES
JUNE 7, 2007

The meeting of the Board of Trustees of the Northeast Ohio Regional Sewer District was called to order at 12:30 P.M. on the above date by President Sulik.

A. Roll Call

PRESENT: D. Brown
D. DePiero
S. Kelly
A. Liberatore
T. Longo
R. Sulik

ABSENT: G. Starr

The Secretary informed the President a quorum was in attendance.

B. Working Session

The Secretary reported that the Board met in Working Session on this date beginning at 12:32 P.M. Executive Director Odeal introduced the Public Participation item and no one in the audience addressed the Board.

C. Executive Session

Moved by Mayor Longo and seconded by Mr. Liberatore that the Board meet in Executive Session to discuss one (1) personnel matter and one (1) litigation matter. Without objection CARRIED UNANIMOUSLY. Thereafter the Board met in Executive Session from 12:34 until 1:30 P.M. Mayor Starr joined the Executive Session in progress.

D. Working Session – Reconvened

The Secretary reported that the Board reconvened to discuss in detail the items on the

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Working Session agenda. See the Working Session Summary for the June 7, 2007 Board of Trustees meeting (Attachment "1"). The Working Session adjourned at 2:45 P.M., and the Business Session began at 2:48 P.M.

E. Approval of Minutes

Item 1 - May 17, 2007; May 21, 2007; May 23, 2007

Moved by Mayor DePiero and seconded by Mayor Starr that the Minutes of May 17, 2007, be held. Without objection CARRIED UNANIMOUSLY.

Moved by Mr. Liberatore and seconded by Mr. Brown that the Minutes of May 21, 2007 and May 23, 2007, be approved as circulated. Without objection CARRIED UNANIMOUSLY.

F. Major Projects

1. Mill Creek Project

Item a - Authorizing the Executive Director to modify Northeast Ohio Regional Sewer District Contract No. 3053 with MWH Americas, Inc., to provide additional construction administration and resident project representation services during construction of the Mill Creek Tunnel - Contract MCT-3. Cost: Not to exceed \$1,100,000.00.

Executive Director Odeal indicated it is necessary to provide for additional construction administration and resident project representation services during construction of the Mill Creek Tunnel - Contract MCT-3.

MOTION - Moved by Mr. Brown and seconded by Mr. Liberatore that the resolution be adopted. President Sulik requested a roll call vote. Roll Call Vote: YEAS: Brown, DePiero, Kelly, Liberatore, Longo, Sulik. NAYS: Starr. ABSTENTIONS: None. RESOLUTION PASSED. Resolution No. 138-07.

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2. Interceptor Sewers

Item a - Authorizing the Executive Director to enter into a contract with Brown and Caldwell Ohio, LLC, 7550 Lucerne Drive, Suite 310, Middleburg Heights, Ohio 44130, to provide construction administration and resident engineering services in conjunction with the Manhole Rehabilitation Project - Contract MR-10. Cost: Not to exceed \$266,861.46.

Executive Director Odeal stated it is necessary to provide construction administration and resident engineering services in conjunction with the Manhole Rehabilitation Project - Contract MR-10.

MOTION - Moved by Mr. Liberatore and seconded by Ms. Kelly that the resolution be adopted. Without objection CARRIED UNANIMOUSLY. Resolution No. 139-07.

3. Easements

Executive Director Odeal suggested the next two (2) resolutions be considered together. Without objection SO ORDERED.

Item a - Declaring the intent of the Northeast Ohio Regional Sewer District to appropriate one (1) permanent easement (DEIRS-EA14P) across Cuyahoga County Auditor's Permanent Parcel No. 671-09-111 owned by Mollie Pope, which is necessary for construction of the Dugway East Interceptor Relief Sewer and to provide for the consideration determined by the fair market value to be deposited with the Cuyahoga County Probate Court and authorizing the filing of a request with the Cuyahoga County Probate Court for immediate possession. Fair market value: \$200.00.

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Executive Director Odeal explained the District has been unable to locate the property owner to reach an agreement concerning the terms of sale of said easement and it will therefore be necessary to institute legal action to appropriate the required property interest pursuant to Section 6119.11 of the Ohio Revised Code.

Item b - Declaring the intent of the Northeast Ohio Regional Sewer District to appropriate one (1) permanent easement (DEIRS-EA12P) and one (1) temporary easement (DEIRS-EA12T) across Cuyahoga County Auditor's Permanent Parcel Nos. 671-08-023 and 671-08-024 owned by Jesse and Jennie Johnson, which is necessary for construction of the Dugway East Interceptor Relief Sewer and to provide for the consideration determined by the fair market value to be deposited with the Cuyahoga County Probate Court and authorizing the filing of a request with the Cuyahoga County Probate Court for immediate possession. Fair market value: \$3,000.00.

Executive Director Odeal explained the District has been unable to locate the property owners to reach an agreement concerning the terms of sale of said easements and it will therefore be necessary to institute legal action to appropriate the required property interests pursuant to Section 6119.11 of the Ohio Revised Code.

MOTION - Moved by Ms. Kelly and seconded by Mayor DePiero that the foregoing two (2) resolutions be adopted. Without objection CARRIED UNANIMOUSLY. Resolution Nos. 140-07 and 141-07, respectively.

G. Operations

Executive Director Odeal suggested the next four (4) resolutions be considered together. Without objection SO ORDERED.

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Item 1 - Emergency resolution ratifying and approving the emergency in-progress design, construction administration and resident engineering services in conjunction with the Mill Creek Interceptor Project (MCI) and authorizing a fourth partial payment for services expended in said emergency to Wade-Trim, Inc., 1100 Superior Avenue East, Suite 1410, Cleveland, Ohio 44114. Cost: \$107,658.47.

Executive Director Odeal noted an emergency existed in that it was necessary to immediately provide for the emergency in-progress design, construction administration and resident engineering services in conjunction with the Mill Creek Interceptor Project (MCI). Wade-Trim, Inc., has performed the necessary services with a portion of the cost being \$107,658.47.

Item 2 - Authorizing the Executive Director to enter into a contract with Wade Trim Ohio, Inc., 1100 Superior Avenue East, Suite 1400, Cleveland, Ohio 44114, for design and construction management services of the Mill Creek Interceptor - Vista Branch Project (MCI-VB) and for the design of the Mill Creek Interceptor - Main Branch Project (MCI-MB). Cost: Not to exceed \$882,815.91.

Executive Director Odeal indicated it is necessary to provide for design and construction management services for the Mill Creek Interceptor - Vista Branch Project (MCI-VB) and for the design of the Mill Creek Interceptor - Main Branch Project (MCI-MB).

Item 3 - Emergency resolution ratifying and approving the emergency construction services in conjunction with the Westerly Low Level Interceptor Sewer Repair Project and authorizing the twelfth partial payment for services expended in said emergency to Triad

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Engineering & Construction Company, 7575 Northfield Road, Walton Hills, Ohio 44146. Cost: \$175,641.21.

Executive Director Odeal noted an emergency existed in that it was necessary to immediately provide for the emergency construction services in conjunction with the Westerly Low Level Interceptor Sewer Repair Project. Triad Engineering & Construction Company has performed the necessary services with a portion of the cost being \$175,641.21.

Item 4 - Authorizing the Executive Director to enter into a contract with NTH Consultants, Ltd., 820 W. Superior Avenue, Suite 320, Cleveland, Ohio 44113, for design of the Columbus Road Emergency Pump Station (CREPS). Cost: Not to exceed \$292,646.80.

Executive Director Odeal indicated it is necessary to provide for design of the Columbus Road Emergency Pump Station.

MOTION - Moved by Mr. Brown and seconded by Mr. Liberatore that the foregoing four (4) resolutions be adopted. Without objection CARRIED UNANIMOUSLY. Resolution Nos. 142-07 through 145-07, respectively.

H. Administration

Item 1 - Adopting the recommendation of the Executive Director regarding the application for Billing Errors/Adjustments of Woodvale Cemetery, 7535 Engle Road, Middleburg Heights, Ohio 44130, Account Number 58-432-478-004. Abate: \$393.66.

Executive Director Odeal stated he has reviewed said application, has determined it meets the requirements of the Sewer Use Code, and recommends its acceptance.

MOTION - Moved by Ms. Kelly and seconded by Mayor Starr that the resolution be

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adopted. President Sulik requested a roll call vote. Roll Call Vote: YEAS: Brown, DePiero, Kelly, Liberatore, Longo, Sulik. NAYS: None. ABSTENTIONS: Starr. RESOLUTION PASSED. Resolution No. 146-07.

Executive Director Odeal suggested the next three (3) resolutions be considered together. Without objection SO ORDERED.

Item 2 - Authorizing and approving the acceptance of a grant from the Ohio Department of Health and to enter into an agreement as a cooperator with the United States Geological Survey to conduct research on rapid testing methods and to provide daily monitoring of bacteria levels at Euclid Beach during the 2007 beach season. Grant: \$25,640. Cost as Cooperator: \$20,540.00.

Executive Director Odeal noted it is in the best interests of the District to accept the grant offer of the Ohio Department of Health in the amount of \$25,640.00 and to participate as a cooperator with the United States Geological Survey to conduct research on rapid testing methods and to provide daily monitoring of bacteria levels at Euclid Beach during the 2007 beach season.

Item 3 - Ratifying and approving the Executive Director to enter into an agreement with Manufacturing Advocacy & Growth Network (MAGNET), 4600 Prospect Avenue, Cleveland, Ohio 44103, to provide professional strategic consulting services for the District. Cost: Not to exceed \$25,517.72.

Executive Director Odeal explained it is necessary to supplement District staff effort with outside professional services to provide strategic consulting services.

Item 4 - Exercising the option to renew District Contract No. 3192 with Janitorial

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Services, Inc., for janitorial service at the George J. McMonagle Administration Building and the Environmental and Maintenance Services Center (EMSC) for the third of four (4) one (1) year options to renew. Cost: Not to exceed \$305,323.00.

Executive Director Odeal explained the third year option to renew is available on the existing contract with Janitorial Services, Inc., for janitorial service at the George J. McMonagle Administration Building and the Environmental and Maintenance Services Center (EMSC). The option year is favorable to the District, and the staff recommends the District renew Contract No. 3192.

MOTION - Moved by Mr. Brown and seconded by Mr. Liberatore that the foregoing three (3) resolutions be adopted. Without objection CARRIED UNANIMOUSLY. Resolution Nos. 147-07 through 149-07, respectively.

Stated business having been concluded, President Sulik adjourned the Business Meeting at 3:00 P.M. The next Regular Meeting is scheduled for June 21, 2007, with a Special Board Work Session commencing at 10:30 A.M. The Business Session will begin at 12:30 P.M.

Signature on File

Thomas J. Longo, Secretary
Board of Trustees
Northeast Ohio Regional Sewer District

Signature on File

Ronald D. Sulik, President
Board of Trustees
Northeast Ohio Regional Sewer District

ATTACHMENT "1"

NEORSD Board of Trustees Working Session Summary
June 7, 2007

Item 1 – Public Participation

The item was introduced by the Executive Director, Erwin Odeal. No one in the audience addressed the Board.

Leroy Johnston representing Johnston Trucking and Salvage arrived after the Board announced public participation; however, the Board allowed him to speak. Mr. Johnston stated he was an emergency contractor for the District that was never paid for a job on University Avenue in 1991. Mr. Johnston further stated he has been submitting invoices since 1991 and was told by several people at the District he was not going to get paid. Mr. Johnston said he sent copies of all of his records to the Board and received no response from the Board. Mr. Johnston had copies of documents distributed to the Board at the meeting and requested resolution of the matter. Board President Ron Sulik said the issue would be turned over to the District's Acting Finance Director. Executive Director Odeal said the District's Interim General Counsel would review the issue. Mr. Sulik told Mr. Johnston the District would expedite a reply to Mr. Johnston.

Item 2 – Proposed Award of Contract with Nerone & Sons, Inc. for Southerly Contract ATR-2

The item was introduced by Executive Director Odeal. The following points were raised:

- Mayor DePiero said we should hold off on awarding the contract to this vendor, as it is not an emergency project. Nerone & Sons' is part of an inquiry that is being done right now concerning the District's business processes. Mayor DePiero said he was not implying the vendor did anything wrong, but recommended we wait until the matter is cleared up.
- Director Odeal stated there is a time limit because this is a public bid contract.
- Mayor Starr stated 34 bid packages were sent out for this work and the District received only four bids. Charles Vasulka, Director of Engineering and Construction, responded that the 34 bid packages were sent to anyone that wished to purchase them. Most were purchased by vendors and equipment suppliers, not potential bidders. Mr. Vasulka further stated he believed only eight or ten general contractors bought the plans and specifications, and these 8-10 contractors then made a determination as to whether or not they could be competitive in the work. Mr. Vasulka also said contractors may have appeared on the bid list that were not specialists in the area, so they did not bid the work.
- Mayor Starr stated the proposed contract to Nerone & Sons is 8.4 percent below the District Engineers' estimate. Mr. Vasulka responded that the engineer prepared an estimate of the most probable construction cost, and this proposed

contract cost was well within the engineer's estimated range.

- Mayor Starr stated the last paragraph states "Engineering has prepared a resolution recommending the award subject to the Legal Department's concurrence," and asked if the Legal Department concurred. Virginia Benjamin, Interim General Counsel, responded that the bid proposal had been signed off by the First Assistant General Counsel, Lisa Hollander.
- Board Member Tony Liberatore, Jr. stated if the contractor is delayed, the costs of the project will increase.
- Tim Tigie, Director of Operations, stated this was a major plant treatment process and oxygen transfer is critical to biological treatment. Mr. Tigie further stated it was designed and put together with assistance from Southerly plant personnel over a year ago. Mr. Tigie said the need was there, although it was not an emergency; there is no way to know exactly how much labor is needed to keep the diffusers running in the interim. Mr. Tigie stated that treatment must stay as reliable as possible, and this work was very critical to the Southerly treatment.
- Board Member Darnell Brown stated the prices were fairly competitive on the bids the District received, and stated that seemed to suggest that the scope of the work as described in the documents themselves were very well understood by the contracting entities that submitted a bid. Mr. Brown further stated he would be more concerned if the District had a wider range of costs and stated it appeared the District had competitive pricing based on a very good, detailed scope of work. Mr. Brown said that in the interest of making sure the District continued to do the work that was required, the Board needed to continue to do its due diligence in asking the line of questioning to the awarding of contract. He said based on what he saw, the District's requirement was to award the contract to the lowest and best bid and, unless there was a compelling reason why this was not the best bid, he suggested the Board act on the matter that was before them today.
- Board Member Darnell Brown stated that the District listed the numbers of anticipated MBE/WBE participation for subcontractors, but did not get back reports that detailed the District's performance on the active contracts or closed out contracts that would tell what level of participation was actually performed. Mr. Brown stated he is making the request to the staff again that the Board get that information for the District's construction projects.
- Board Member Sheila Kelly stated the engineer's re-estimation for the project is 6.5 million dollars and asked if the scope of work had changed to necessitate a re-estimation for the project. Mr. Vasulka stated this is the second bid of this project, and the original estimate of eight million dollars was changed because the District determined during the design phase that part of the scope of work was not critical to the process and the scope of work was scaled down. That decreased the cost of the project by 1.5 million.
- Mayor Longo stated the item could be held until the next meeting if it would help anyone get more information they need to firm up their comfort level in

supporting this contract.

- Mr. Vasulka stated if the contractor is an issue, the District will not know any more information about the contractor two weeks from now.
- Board Member Darnell Brown stated if there are issues related to the scope of work itself or the pricing and information that might give an increased level of comfort to the Board, it would warrant holding the item for at least a two week period.
- Board Member Tony Liberatore, Jr. asked Mr. Pierce, Project Manager for Nerone & Sons, if it was his intention to use minorities as direct employment with Nerone & Sons. Mr. Pierce responded in the affirmative.

Mayor Starr moved to table Item 2. The motion was seconded by Board Member Darnell Brown. All were in favor to hold the item until the next meeting. Director Odeal stated he would need to know what additional information the Board needed.

Item 3 – Proposed Contract Modification of District Contract No. 3053 with Montgomery Watson Harza

The item was introduced by Executive Director Odeal and presented by Richard J. Switalski, Sewer Design Manager. Mayor Starr asked if this is the largest single project that the Sewer District in its history has ever undertaken. Mr. Switalski stated by dollars that is correct. Mayor Starr asked if the contract is over 47 percent over budget in cost overruns. Mr. Switalski responded he understood that was the number.

Mayor Longo asked when the project would be completed. Mr. Switalski responded about one year from now. Mayor Longo commended the District for going out of their way to ensure that the residents were kept informed. Mayor Longo further stated because of the number of meetings that were held, constant letters going out and people having the ability to talk to somebody, it was an extraordinary communication process. Mayor Longo said as the District progresses in cleaning up the environment, especially along the lakeshore and other areas, there is a lot the District can learn. One of those things is how to prepare for the natural gas buildup the District encountered which required the District to shut the project down.

Board Member Darnell Brown stated, based on the significance of the amount of the increased cost of the contract, going forward he was concerned as to the lessons learned from the District's construction means and methods. He continued to implore the District to work with other agencies that had encountered the same types of challenges as they continue their work going forward. Mr. Brown stated if there is not technology that now exists that will allow the District to anticipate the types of problems that the District ran into, then the District needed to be working with research and development areas, either the Water Environment Federation or other technology groups, that are out there so the District could come up with equipment or technology that would allow the District to

mitigate, to the extent it could, its exposure to these types of problems in the future. Mr. Brown said the District needed to push that agenda at the national level.

Executive Director Odeal stated the District was involved in a number of technical activities and had presented this problem in papers, so the District was working in that area; and the District certainly shared Mr. Brown's concern, given the magnitude of the CSO program, that the District get better predictability. Mr. Odeal further stated the District knew there would be gas but couldn't predict how it would behave in terms of coming in from behind us instead of from the front. Sometimes one can adequately determine what's there but can't always predict its behavior when materials and conditions behave differently than the past experience. Mr. Odeal stated the District continued to work on that along with other recommendations and various studies the District had underway, including contracting procedures, format and so forth; and that would be coming forward in the future.

Mayor DePiero asked if the project was expanded at some point that made it come in over budget. Mr. Odeal responded there was a major natural gas pocket intrusion behind the machine that required the District to shut down the project. Mr. Odeal further stated it was a safety situation where additional venting had to be put in and the approach had to be redesigned. It was due to a natural condition that was unpredictable in its behavior and that's what largely drove the cost of the project. Mr. Odeal said the situation was handled very well because it could have resulted in considerable loss of life to workers in the tunnel and the community. The ability of District staff to work with the contractor and design engineers and handle it eliminated the potential hazards that might have happened to the community. Mr. Odeal stated all of this project's changes have come before the Board.

Mayor Longo stated the project was shut down for safety reasons, and it was an unpredictable situation that cost tens of millions of dollars to address. Mayor Longo further stated that some alternatives need to be built into the District's specifications that can put safety precautions in place to make sure no one is hurt on these projects.

Mayor Starr stated this project is 47 percent over the contract amount, and there are 36 other projects that are well over the standard in the industry which is approximately ten percent. Mayor Starr commended the Board's questioning and probing and stated the District needs to look at reform; and hopefully in the near future the District would be advancing that.

Item 4 – Proposed Contract with Brown & Caldwell for professional services required during the construction of Contract MR-10

The item was introduced by Executive Director Odeal. There were no questions on Item 4.

Item 5 – Proposed Progress Payment No. 4 to Wade Trim for emergency design services relative to the Mill Creek Interceptor Emergency Repair Project

The item was introduced by Executive Director Odeal. Mayor Starr asked if this item was in regards to the Woodland property where the sewer collapsed. Executive Director Odeal responded that was his understanding. Mayor Starr stated he believed that there are questions about the soil, about why the sewer collapsed and about conflicts of interest. Mayor Starr asked who dumped the soil in this area and if there were Ohio or Federal EPA violations or violations of Federal law. If there were, Mayor Starr requested that those soil samples be sent to the proper Federal authorities and also requested that they drill more than nine borings to make sure they have an adequate sample of the type of material that was legally or illegally dumped in that area.

Board Member Darnell Brown stated he was concerned about the District's ability to restrict the loading on the repaired section of the pipe to prevent the situation from happening again. Mr. Brown further stated to the District's Executive Director and Interim Legal Counsel that the Board would like to hear about what could be done to protect the interest of the District going forward once the repair is made.

Executive Director Odeal stated this is a matter that the Interim General Counsel will be looking at in terms of providing protections in the future against recurrence after this reinvestment as well as analyzing any issues in the past activity.

Item 6 – Proposed Contract with Wade Trim for design and construction management services for the Mill Creek Interceptor Vista Branch Project (MCI-VB)

The item was introduced by Executive Director Odeal. Mr. Vasulka stated the borings that Mayor Starr referred to in his proposal are for the purpose of design of the Vista Branch and the reconnection of the Mill Creek Interceptor to the Mill Creek Tunnel. Mr. Vasulka further stated the District will look at providing supplemental borings to define the soil that was put onto the old Mill Creek Interceptor because this particular proposal did not provide for an investigation of that type. Staff will talk to the Interim General Counsel and determine what type of investigative borings the District should and can take.

Mayor Starr stated if we are going to seek damages from potential dumpers, we are going to need evidence of that illegal dumping. Mr. Vasulka should coordinate it with the staff to see from how many areas the District needs to take samples from in order to have a successful private litigation. Mr. Vasulka stated Mayor Starr's point was very well taken, and the District will do that. Executive Director Odeal stated Mr. Vasulka was not qualified to comment on a suit; that was for the Interim General Counsel to determine.

Mayor Longo stated no one has given a definitive time limit to tie into the existing Mill Creek Interceptor to the tunnel project at Vista and asked how long it is going to take. Mr. Switalski responded six months if everything moves smoothly. Mayor Longo asked how much of the capacity is going to be used up by adding this additional flow into the pipe at Vista. Frank Greenland, Director of Capital Programs, responded the District regulates the flow from that pipe, from the tunnel to the plant, so there would be no flow problems.

Item 7 – Proposed Progress Payment No. 12 to Triad Engineering and Contracting Company for emergency construction services relative to the Westerly Low Level Interceptor Emergency Repair Project

The item was introduced by Executive Director Odeal. Board Member Ron Sulik requested a progress report, to be presented at the next Board Meeting, on where the District is at in regards to negotiations. Board Member Darnell Brown asked if Executive Director Odeal had referred to bypass pumping. Director Odeal responded in the affirmative.

Item 8 – Proposed Contract with NTH Consultants, Ltd. for the design of the Columbus Road Emergency Pump Station

The item was introduced by Executive Director Odeal. There were no questions on Item 8.

Item 9 – Sewer Use Code Matters

The item was introduced by Executive Director Odeal. There were no questions on Item 9.

Item 10 – Proposed Acceptance of ODH Grant for Beach Sampling Program and Proposed Partnership with U.S. Geological Survey

The item was introduced by Executive Director Odeal. Board Member Darnell Brown asked what the turnaround time is in getting water sampling results. Tim Tigue, Director of Operations, responded four to five hours.

Board Member Darnell Brown asked what will happen as a result of the research work that will come out of the sampling. Specifically, was there a plan to work with the Department of Health so that postings can happen along the entire lakefront at some point. Lester Stumpe, Manager of Watershed Programs, Policies and Technical Support, responded that the District has an extensive program that is well integrated with the Ohio Department of Health as well as Ohio Department of Natural Resources in terms of trying

to understand the mechanics of pollution at local beaches and in terms of coming up with better methods to manage notification to the public.

Item 11 – Proposed Authorization to Extend MAGNET Contract

The item was introduced by Executive Director Odeal. There were no questions on Item 11.

Item 12 – Report on Easterly Contract ACP-1

The item was introduced by Executive Director Odeal and presented by Charles J. Vasulka, Director of Engineering and Construction. Mayor Starr asked if there is a contingency fund that the District builds in for these types of items. Mr. Vasulka responded the District had allowances in its contracts for work that the District anticipates it needs to do but can not define adequately during design. Mr. Vasulka further stated the District does not put a contingency in its contracts. The District uses funds available in the capital plan for this type of work. Mayor Starr asked how much the allowance is. Mr. Vasulka responded he thought it was about \$180,000.00. Mayor Starr asked if the allowance is usually a percentage of the contract. Mr. Vasulka responded the allowance is not always a percentage of the contract; it is the best estimate of undefined work.

Item 13 – Report on Series 2007 Wastewater Improvement Revenue Bonds

The item was introduced by Executive Director Odeal and presented by Jennifer L. Demmerle, Acting Director of Finance. There were no questions on Item 13.

Item 14 – Open Session

The item was introduced by Executive Director Odeal. Mayor Starr requested detailed past contract information from Mr. Odeal. Mr. Odeal stated the information is not readily available in the format requested by Mayor Starr, but upon request of the Board Mr. Odeal agreed to start putting together the requested information.

Mayor Starr stated he requested a change in the record retention schedule for minutes of meetings. Mayor Starr further stated that in order to be legally correct, the District has to adopt a resolution changing that record schedule. Mayor Starr recommended the record schedule be changed from the words “one year” to “permanent” and asked where that resolution is. Mr. Odeal stated the District has instituted that practice, but also in the normal review process, the District is going through the entire records management policy and plans to bring the whole thing back. Mr. Odeal further stated that at the next meeting the District would bring forth a resolution changing the one word if that was the desire of the Board. Mr. Odeal said he assures those records are

being kept. The District's Records Management started keeping the tapes. The tapes are there; and the District is following the new schedule. Mr. Odeal said again if the Board's pleasure is to do that resolution, the District would do it. Then when the other edits and changes are ready, the District would bring those back in the future. Board Member Sulik asked Mr. Odeal to have that for the next meeting. Mr. Odeal responded in the affirmative.