

MINUTES  
NORTHEAST OHIO REGIONAL SEWER DISTRICT  
BOARD OF TRUSTEES MEETING  
AUGUST 18, 2016

A Regular Meeting of the Board of Trustees of the Northeast Ohio Regional Sewer District was called to order at 12:30 p.m. by Darnell Brown.

I. Roll Call

PRESENT: D. Brown  
W. O'Malley  
J. Bacci  
T. DeGeeter  
S. Dumas  
R. Stefanik

ABSENT: R. Sulik

The Secretary informed the President that a quorum was in attendance.

II. Approval of Minutes

**MOTION** – Mayor Bacci moved and Mr. O'Malley seconded to approve the minutes of the August 4, 2016, Board Meeting. Without objection, the motion carried unanimously.

III. Public Session

There were no items.

IV. Chief Executive Officer's Report

CEO Ciaccia stated that now that the Board has adopted rates for the years 2017 through 2021, staff is working on details for the Member Community Infrastructure Program that was part of those discussions. Staff will meet with the subgroup of the Suburban Council of Governments prior to presenting it to the Board in September.

Moving to the budget, CEO Ciaccia noted that through July District revenues are 1.2% behind target and operating expenses are considerably below its target. Staff had budgeted significant resources in terms of professional services for Sanitary Sewer Evaluation Studies (SSES), which are now under contract.

Stormwater revenues are behind budget because billing resumed later than anticipated and it is also behind on expenses but the rest of the year looks sound with projects and maintenance.

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CEO Ciaccia stated that during a previous Board Meeting Mayor Bacci made staff aware that the federal government had a program for veteran businesses and questioned how it might fit into the Business Opportunity Program, which already includes minority and woman-owned businesses and small businesses. Staff found that the federal government has a program that is solely housed in the Veterans Administration Department, and they have a vested interest to assure that veterans get some of their contracts.

The District would be restricted by Section 6119 of the Ohio Revised Code to do set-asides with its MBE, WBE or SBE programs, nor would it be able to do so with a veteran program as it relates to competitive bidding.

However, the District does some sole-sourcing for peculiar items – primarily consulting services. Staff could consider a veterans program as it relates to those items. In terms of construction contracts, veterans can fit into the MBE, WBE and SBE categories.

CEO Ciaccia stated that the District could create a registry for the purposes of sole-sourcing opportunities, but a veteran-owned business would be treated equally as other subgroups, of which it would have to be an SBE to be part of the program. There are still details to work out.

V. Action Items

Authorization to Advertise

Resolution No. 235-16	Advertise for Bids for the Shaw Brook Culvert Rehabilitation Project. Engineer's Opinion of Probable Construction Cost: \$1,340,000.00.
Resolution No. 236-16	Advertise for Bids for Construction of the Southerly First Stage Aeration Tank and Return Sludge Pump Station Improvements Project. Engineer's Opinion of Probable Construction Cost: \$19,500,000.00.
Resolution No. 237-16	Advertise for Bids for the Westerly Wet Weather Facility Improvements Project. Engineer's Opinion of Probable Construction Cost: \$3,540,000.00.

**MOTION** – Mayor Stefanik moved and Mayor DeGeeter seconded to adopt Resolution Nos. 235-16 through 237-16. After discussion and without objection, the motion carried unanimously.

Mr. Brown noted that the District generally reaches a 15% to 17% level in terms of MBE, WBE or SBE participation and inquired whether those figures are exceeded. CEO Ciaccia advised that

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contracts often bid higher than the goals and exceed them. Such figures are included in staff's monthly CIP report. Staff sets the goals based on opportunities from a subcontracting standpoint and matches that with the firms in the registry.

Mr. Brown suggested that it would be helpful to see data over the last three to five years to determine whether the goals are appropriate or if there is an opportunity to tweak it based on the program's success.

Authorization to Issue Request for Proposals (RFPs)

Resolution No. 238-16

RFPs for a Diversity and Inclusion Survey to Guide the Objectives for the District's 2017-2019 Diversity and Inclusion Strategic Plan.

Resolution No. 239-16

RFPs for Design and Construction Administration/Resident Project Representation Services for the Southerly Second Stage Settling Improvements Project.

**MOTION** – Mr. O'Malley moved and Mayor Bacci seconded to adopt Resolution Nos. 238-16 through 239-16. After discussion and without objection, the motion carried unanimously.

Regarding Resolution No. 238-16, Ms. Dumas questioned how staff tracks and implements the Diversity and Inclusion Survey. Angela Smith, Director of Human Resources, explained that the program goals include reflecting the diversity of the community the District serves, to provide good customer service, perform community outreach in terms of sponsorships and visibility, building a workforce culture that invites and embraces inclusion, and support economic development through the Business Opportunity Program.

The District has six employee resource groups that discuss inclusion issues and are involved in decision-making related to advancing the District's strategic plan. Training events increase workforce awareness related to embracing differences and leveraging them to advance the District's strategic plan.

CEO Ciaccia stated that the study gives all employees input related to diversity and inclusion.

Authorization to Purchase

Resolution No. 240-16

Direct Purchase, from Sole Source Vendor QMation/Wonderware North, for One-Year of Wonderware Software Maintenance and Support Services for All Wastewater Treatment Plants and the Environmental and Maintenance Services Center. Cost: Not-to-Exceed \$121,285.00.

**MOTION** – Mayor DeGeeter moved and Ms. Dumas seconded to adopt Resolution No. 240-16. After discussion and without objection, the motion carried unanimously.

Authorization to Enter Into Contract

Resolution No. 241-16	Professional Services Contract with AECOM for the Combined Sewer Area/Mill Creek Interceptor Local Sewer System Evaluation Study. Contract Amount: \$9,999,987.00.
Resolution No. 242-16	Professional Services Contract with DLZ Ohio, Inc. for the Dugway Regulators and Relief Sewers Project. Contract Amount: \$1,098,320.22.

**MOTION** – Mayor Stefanik moved and Ms. Dumas seconded to adopt Resolution Nos. 241-16 through 242-16. After discussion and without objection, the motion carried unanimously.

Referencing Resolution No. 241-16, Mr. Brown stated that the District has already entered into several SSES and the Mill Creek area includes 11 communities. He questioned what areas those are for. Doug Lopata, Program Manager, advised that staff has entered into the Heights Hilltop Interceptor Evaluation Study and the Mill Creek area includes the Southwest Interceptor area and Cuyahoga Valley Interceptor. The contract is for 26 months.

Mr. Brown questioned whether those studies will yield recommended District or local government projects. Frank Greenland, Director of Watershed Programs, explained that the primary focus is an analysis of the local system to tee up local projects for the Member Community Infrastructure Program.

Mr. Brown stated that it will be interesting to formulate programs to get member communities to apply for these projects because they will have the largest impact on correcting problems in the system. Staff has discussed gradually implementing the program over several years but he was still concerned about the criteria. He advised it would be helpful to understand how the District intends to convey to municipalities that local projects benefit the combined system.

CEO Ciaccia advised that another important issue is that the District has issued community discharge permits to all communities and has some obligation to know the conditions for issuing them, and how far they will go to enforce them.

Mr. Greenland advised that two key aspects are peak-flow limitations on communities in how much flow they can divert to interceptors and that may require doing something in terms of removing inflow and infiltration extraneous stormwater. The second is sanitary sewer overflows and when the SSES yields information a discussion will be had about what was learned, what role the District should play and how the community discharge permit facilitates action.

Mr. Brown stated that the community discharge permit is an opportunity for regulated communities to demonstrate annual improvements in investments to mitigate problems in local systems. Sanitary connections or sewers are illicitly tied to storm systems and the District needs to be clear about the rules of engagement because outliers are not doing what is required.

Authorization of Contract Modification

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|-----------------------|--|
| Resolution No. 243-16 | Final Adjustment of Contract No. 15002984 with Nerone and Sons, Inc. for the Euclid Creek Tunnel ECT-4 and ECT-5 Site Restorations Project. Cost: A Decrease in the Amount of \$76,237.44 Bringing the Total Contract Price to \$834,112.56. |
| Resolution No. 244-16 | Modify Contract No. 16002027 with ZED Digital for the Internet Assessment and Implementation Project – Phase 2. Cost: An Increase in the Amount of \$97,875.00 Bringing the Total Contract Price to \$138,970.00.                            |

**MOTION** – Mayor Stefanik moved and Mr. O’Malley seconded to adopt Resolution Nos. 243-16 through 244-16. After discussion and without objection, the motion carried unanimously.

Property-Related Transaction

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|-----------------------|---|
| Resolution No. 245-16 | Authorize One Permanent Sewer Easement and Two Temporary Easements Necessary for Construction of the East 140 <sup>th</sup> Street Consolidation and Relief Sewer Project. Total Consideration: \$8,000.00. |
| Resolution No. 246-16 | Authorize Two Fee Simple Acquisitions in the City of Cleveland Necessary for Construction of the East 140 <sup>th</sup> Street Consolidation and Relief Sewer Project. Total Consideration: \$35,100.00.    |
| Resolution No. 247-16 | Authorize Two Fee Simple Acquisitions in the City of Cleveland Necessary for Construction of the Dugway South Relief and Consolidation Sewer Project. Total Consideration: \$2,400.00.                      |
| Resolution No. 248-16 | Authorize Two Fee Simple Acquisitions in the City of Cleveland Necessary for Construction of the Dugway West Interceptor Relief Sewer   |

Project. Total Consideration: \$800.00.

Resolution No. 249-16

Authorize Relocation Payment Associated with the District's Permanent Acquisition of Property in the City of Cleveland Necessary for Construction of the East 140<sup>th</sup> Street Consolidation and Relief Sewer Project. Total Consideration: \$1,675.00.

**MOTION** – Mayor Bacci moved and Ms. Dumas seconded to adopt Resolution Nos. 245-16 through 249-16. After discussion and without objection, the motion carried unanimously.

Authorization to Donate

Resolution No. 250-16

Donate Obsolete Information Technology Equipment to RET3 Job Corp. Cost: Not-to-Exceed \$1,293.00.

**MOTION** – Mr. O'Malley moved and Mayor Bacci seconded to adopt Resolution No. 234-16. After discussion and without objection, the motions carried unanimously.

VI. Information Items

1. Program Management Status Report and Update

Mr. Brown stated that the report was included in the Board's packet.

VII. Open Session

There were no items.

VIII. Public Session (any subject matter)

There were no items.

IX. Executive Session

There were no items.

X. Approval of Items from Executive Session

There were no items.

IX. Adjournment

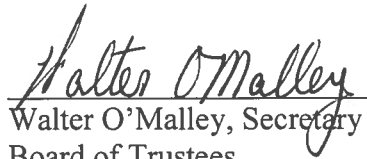
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**MOTION** – Mr. Brown stated business having been concluded, he would entertain a motion to adjourn. Mayor Bacci moved and Mayor DeGeeter seconded the motion to adjourn at 1:03 p.m. Without objection, the motion carried unanimously.



Walter O'Malley, Secretary  
Board of Trustees

Northeast Ohio Regional Sewer District



Darnell Brown, President  
Board of Trustees

Northeast Ohio Regional Sewer District