

## **Board of Public Affairs Meeting December 12, 2023**

A regular meeting of the Board of Public Affairs was held at 5:00 p.m. at Village Hall. Those members present were:

Bill Hoover, Chairperson  
Barbara Bailey  
Jeff Snyder

Also attending: Sr. Plant Operator Chris Peterson, Clerk Heidi Grimm, Fiscal Officer Tracey Wonner, and Mayor Peter Wilson.

The meeting was called to order by Chairperson Hoover.

One correction to the previous minutes, in the operators report section line 7 should read 2024 not 2023.

**GUESTS:** Jon Vollnogle and Chad Vollnogle with Howells and Baird gave a report on the North end Pressure project reviewing the change orders to date. Jon also said that McGuire has poured the foundation, and all the steel is set for the tower. End of March to start the metal, fall of 2024 to paint and for the tower to be operational. We are waiting on several easements to be able to finish the line from Industrial Rd. to the tower. Existing booster station will become pressure reducing chamber when new booster station is up.

Change order #1 Added about 62 ft out Lisbon Canfield rd. Added a valve to allow a shut down to have the ability to replace transite pipes. Added 12x10 reducer eliminated 12x8 reducer. Removed a section of sewer by recycling area.

Change order #2 Additional valves for outside booster station, additional fire hydrants. Rock excavation on Rose Dr. \$7,000.00. Had 4" storm pipe it needed to be 6" and an additional 2 laterals. Eliminated 2 elbows.

Motion Made by Mr. Hoover to suspend work on the supply line by Xpress Underground for up to 90 days. Second by Mr. Snyder.

Motion Passed

Chris is to have the solicitor draft the letter. Email the letter and send registered mail.

Motion by Ms. Bailey to accept the change orders 1 and 2. Second by Mr. Snyder.

Motion Passed

Motion by Mr. Snyder to move the valve at the booster station at a cost of \$5,964.12 (will be in change order 3). Second by Mr. Hoover.

Motion Passed

### **Operator's Report**

#### **Regulatory Compliance**

1. We have submitted our October OEPA Water Reports
2. NPDES permit renewal; Jon and I continue to work with the EPA. Chris continues to speak with the OEPA on this renewal. There has been some information they have requested that Chris has been working with the county on obtaining.
3. CIP (Clean in Place) and EFM (Enhanced Flux Maintenance) on skids.

4. Asset Management Plan – Chris continues to work with I AM GIS and OTCO. Chris had a long conversation with our new OEPA rep concerning this. We believe we have an understanding.
5. Our staff continues to work on our Cross Connection Survey's. We are hoping to finish these up in the next few weeks.
6. Chris has begun drafting our response to the OEPA from their letter of November 27<sup>th</sup>, 2023.
7. We continue to review the requirements on the Lead line mapping that is due in October of 2024

### **Projects**

1. North End Pressure Project – Work continues on the foundation for the new water tower. Xpress's work has come to a standstill while we wait for some additional easements.
2. St Rt 45 and Adams Rd Line extension – Waiting until spring to apply for funding.
3. North Market St Sewer- Pam is working on the ODOD funding application.
4. 9177 St Rt 45 water line repair easement- No new updates. On hold until next spring.
5. Grant St Bridge – We continue to work with the ODOT engineer on this. We have received the final plans and are reviewing.
6. Pritchard St Bridge- No new updates. We did have a request come in for any plans we may have for the area, but we informed them we have no plans since no work has been done in that area.

### **Infrastructure Maintenance**

1. We will begin exercising our main line valves. (We are required to exercise 20% of our valves per year according to OEPA rules)
2. We continue to wait for an updated schedule of when Liquid Engineering will be onsite for our inspection and cleaning.
3. On Friday, December 1<sup>st</sup> Chris noticed that the CL2 valve in the plant was not functioning properly. Chris contacted ACI and they came out the evening of Sunday, December 3<sup>rd</sup> Chris was able to make it work until then. They replaced the solenoid after some small issues. Chris was able to observe them replace it and he requested a spare solenoid so our staff can replace it, if necessary, in the future.
4. On December 10<sup>th</sup> we experienced a power outage at the CIC and our Wellfield. Chris was able to get our pressure under control immediately since he was onsite, and the generator kicked on at the wellfield. When the power came back online the surge kicked out both wells and caused the wet well level to drop and get some air in the raw water well line. The town's distribution system was not affected.
5. On December 7<sup>th</sup> we had an issue with running ITs on-Skid C. Chris contacted Pall Corp and after a couple of hours of trouble shooting, we were able to determine the issue.
6. Chris has noticed that we are producing about 40 to 60 thousand gallons more a day than we should be. Our crews have been out looking for the leak and have not found anything to date. Last week Chris contacted Leak Seekers and requested them to come out and check certain areas to try to locate it.
7. Chris noticed one of our air compressors at the plant hours were up. Upon inspection we found that the regulator on Compressor #1 was leaking. We were able to secure a new regulator and even bought a spare and the compressor is now back online.

### **Curb Stops**

#### **Ongoing Responsibilities**

1. Our crew performed 12 shut off's.
2. Chris and Bill continue to work with property owners to secure the necessary easements for the new water supply line.
3. We are still waiting for the parts for the heater at the plant.

**Time Off**

Chris will be off the week of December 11<sup>th</sup> (He will still be in to cover our EPA requirements and will be at the meeting on December 12<sup>th</sup>)

Chris will be at an OTCO Board meeting on December 15<sup>th</sup>.

Jim will be off the weeks of December 18<sup>th</sup> and December 25<sup>th</sup>.

**Unfinished Business:**

- A. Update of North End Pressure Project. – See operators report.
- B. N. Market St Sewer line replacement – See operators report.
- C. Engineering for Spruce St – Sanitary Sewer Extension – No new updates.
- D. Vac-con Lane at plant – (As funds allow)

**New Business**

- A. Ariafiltra (Pall Corp) Quote: Motion by Mr. Snyder to purchase a check valve at the cost of \$4500.00 including shipping. Second by Ms. Bailey.  
Motion Passed
- B. Motion by Mr. Hoover to approve payment to ACI for a service call (\$2353.06) and parts for repairs (solenoid for power supply) + shipping not to exceed a total of \$4500.00. Second by Ms. Bailey.  
Motion Passed
- C. Citco Water Quote: Motion by Mr. Hoover to purchase restock items from Citco Water at a cost not exceeding \$20,000.00. Second by Mr. Snyder.  
Motion Passed
- D. Ms. Wonner informed the board that this years spending cut off is December 19<sup>th</sup> unless it is an emergency. The board is also doing as Council and not having a second meeting in December. The next meeting will be January 9<sup>th</sup>, 2024.

**Approval of Bills:**

Motion made by Mr. Snyder to pay the bills. Second by Mr. Hoover.

Motion Passed.

Meeting adjourned by Chairperson Hoover.

Attest

Approved

---