

## **Board of Public Affairs Meeting April 09, 2024**

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.

Prayer

No additions, deletions, or corrections to the minutes of the March 26, 2024, meeting, Minutes accepted as written.

**GUESTS:** Tracey Wonner reported that she submitted the WPCLF application for funding of the N. Market St. Sewer (CSO) project in the amount of \$1,270,045.00.

### **Operator's Report**

#### **Regulatory Compliance**

1. We are submitting our March OEPA Water Reports
2. CIP (Clean in Place) and EFM (Enhanced Flux Maintenance) on skids.
3. Asset Management Plan – Chris continues to work with I AM GIS, OTCO, and the OEPA on this.
4. Our staff continues to work on our Cross Connection Survey's. We currently have 5 remaining.
5. We continue to review the requirements on the Lead line mapping that is due in October of 2024. Heidi has put a list together and our crews have been out driving the roads in town creating a list for pot holing (dig up the line to identify what type of line it is).
6. Chris continues to work on our 2023 CCR's.

#### **Projects**

1. North End Pressure Project – Maguire Iron continues their work on the new water tower. Express has installed the supply across Buckeye Fabrication and Chris has spoken or met with every property owner from Buckeye to the new tower and we are just waiting for some of them to sign the easements.
2. St Rt 45 and Adams Rd Line extension – Funding application has been submitted. Chris has been working with Pam and the OEPA on this while they have been grading our application.
3. North Market St Sewer- Chris is also working with Jon and Pam on this. Jon continues to work on design engineering. Just so everyone is aware this project does install a new sidewalk on the east side of N Market St, install curb and gutters on the east side and 16 catch basins on both sides of the road.
4. 9177 St Rt 45 water line repair easement- No new updates. On hold until spring.
5. Grant St Bridge – No new updates.
6. Prichard St Bridge- No new updates.

## **Infrastructure Maintenance**

1. Liquid Engineering contacted Chris and said they had to pull their crew back due to a safety issue.
2. We assisted the county sewer department jetting the sewer line at Pondi's.
3. We investigated the N Market St Sewer due to a resident stating their sewer line was flowing slow. Everything was flowing good in our main.

## **Curb Stops**

### **Ongoing Responsibilities**

1. Our crew performed 6 shutoffs'.
2. Chris and Jon continue to work with the owner of 960 N Market St
3. Chris continues to work with ACI on our SCADA upgrade and repair.
4. Chris has been working with Pall Corp on our new computer. We are looking for the new computer to be here in the beginning of May.
5. We are looking to start mowing this week, weather permitting.
6. All our current easements that have been signed for the North End Pressure Project have been recorded with the recorder's office.

## **Time Off**

Chris will be at an OTCO Board meeting April 19<sup>th</sup>, 2024.

## **Clerk's Report**

Compiling information for service line project, Heidi will be out of the office May 22<sup>nd</sup> returning May 28<sup>th</sup>. Mary Ann will cover the office.

## **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 update
- D. Vac-con Lane at plant – (As funds allow)
- E. Sand Filter Rehabilitation – No Update.
- F. Grant for lead service lines – No update.

## **New Business:**

- A. Corpro Annual Service Agreement, Motion made by Mr. Hoover to renew the Corpro Annual Service Agreement at a cost of \$1570.00. Second by Mr. Snyder.  
Motion Passed
- B. Computer for recording system. Motion by Mr. Snyder to purchase a Lenovo Laptop to run the software for the audio system for the council room. Second by Ms. Bailey.  
Motion Passed

C. Discussion was held about seminars being held in Marietta, OH for governing board members.

**Approval of Bills:**

Motion made by Mr. Snyder to pay the bills. Second by Ms. Bailey.

Motion Passed.

Meeting adjourned by Chairperson Hoover.

Attest

Approved

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