

## **Board of Public Affairs Meeting October 24, 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  
Jeffrey Snyder  
Barbara Bailey

Also attending: Sr. Plant Operator Chris Peterson, Clerk Heidi Grimm, Fiscal Officer Tracey Wonner, and Councilperson Dawn Thomas.

The meeting was called to order by Chairperson Hoover.

No additions, deletions, or corrections to the minutes of the October 10th, 2023, meeting, Minutes accepted as written.

**GUESTS:** None

### **OPERATORS REPORT:**

#### **Regulatory Compliance**

1. We have submitted our September OEPA Sewer Reports.
2. NPDES permit renewal; Jon and I continue to work with the EPA. Chris has spoken with the OEPA regarding this issue, and they will be on site on November 7<sup>th</sup> at 10am to go over the renewal.
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.
5. Our staff continues to work on our Cross Connection Survey's.
6. Ohio EPA will be in on November 2<sup>nd</sup>, 2023, for our annual inspection.
7. We have begun reviewing the requirements for service line verification that is due to the OEPA on October 16<sup>th</sup>, 2024. Heidi and Chris are formulating a plan for this project.

#### **Projects**

1. North End Pressure Project – Xpress continues installing our supply line. On October 18<sup>th</sup> we shut down the Saltwell 10 in line for the installation of 3 10 in Valves and a new hydrant. The tie-in took a little longer than projected with water being restored at 3:30pm. After our staff repressurized the line and worked out all the issues a boil order was in effect, and we collected samples for testing. Our crew was passing where the new connection is and noticed water coming out of the hole. Chris called the contractor and the engineering inspector and notified them. Xpress came back out and was able to locate the issue and stop the leak. It was leaking out of the new 10 in supply line valve. We are set to connect the Lisbon – Canfield line extension on Monday, October 23<sup>rd</sup>. We have issued letters to everyone that would be affected in case we need to shut down for the connection.
2. St Rt 45 and Adams Rd Line extension – In a holding pattern
3. North Market St Sewer- Pam has submitted the OEPA funding application.
4. 9177 St Rt 45 water line repair easement- No new updates
5. Grant St Bridge – Chris was on a zoom call with the engineer last week. They are looking at starting the project on June 1<sup>st</sup> (by starting they would be ordering the stuff they need to build the new bridge) and would be looking at getting to replacing the water line around November or December of 2024. They originally requested to have the line down for 24 hours and Chris

explained that would be difficult. Chris was able to reduce it to 12 hours and it will be written in the contract that the line is not permitted to be down more than 12 hours. We also discussed some changes to the line that the engineer had to make with the placement of the bridge. We should have plans in the next week.

### **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 are still working on getting sparkle lift station back up. Hoping to have it fully repaired this week if the schedule allows.
3. Our crew replaced 15 ft of service line at 118 Harrison St.
4. Our crew repaired a line leak on Green Tree Pl.
5. Our crew repaired a service line leak at 7561 St Rt 164 on Friday, October 20<sup>th</sup>. It was necessary to shut down the main for this repair. The area was already under a boil order due to the 10 in. valve installation, so we just left the boil order up for that area and we were able to lift it on Sunday, October 22<sup>nd</sup>.

### **Curb Stops**

1. Our crew repaired a curb stop at 206 S Lincoln Ave.

### **Ongoing Responsibilities**

1. Our crew handed out 83 red cards last week.
2. We have been gathering the information requested by the OEPA for their annual inspection on November 2<sup>nd</sup>, 2023.
3. Our crew continues to trim and mow our grounds.
4. Chris has been working with property owners to secure the necessary easements for the new water supply line.

### **Time Off**

Jason will be off October 31<sup>st</sup>.

Chris will be off the week of November 12<sup>th</sup> (he will still be in to cover hours per OEPA guidelines and will be at the November 14<sup>th</sup> board meeting)

Jim will be off the week of November 20<sup>th</sup>.

**Clerk's Report** – Monthly Billing was mailed today. Working with Muni-link in giving us the ability to track service lines for the EPA guidelines. Heidi will be out of the office November 3<sup>rd</sup>, through the 9<sup>th</sup>. Returning on the 13<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)
- E. Ms. Wonner gave an update on the old vac-con being listed on govdeals.com. The reserve bid is \$1,500.00, current bid is \$1,025.00 with 20 people watching.

**New Business**

- A. Walts Body Shop quote for the Chevy – Accident backed Vac-con into the front of the Chevy crumpling the hood. Oral reprimand needs to be documented.  
A motion to have the Chevy repaired by Walt’s Body Shop at a cost of \$2,411.13 was made by Mr. Hoover and seconded by Mr. Snyder.

Motion Passed.

- B. Quotes from Ferguson: Motion to purchase copper tubing (\$773.97) and 5 6” Hymax (\$1,809.15) for a total of \$2,583.12 from Ferguson for restocking purposes made by Mr. Snyder and a second by Ms. Bailey.

Motion Passed

- C. Quote from Bluebook: Motion to purchase supplies from Bluebook at a cost of \$1,715.18 was made by Ms. Bailey and a second by Mr. Snyder.

Motion Passed

- D. A discussion was had about looking into using prisoners from Elkton Federal Prison for additional manpower as it worked well in the past.

**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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