

Board of Public Affairs Meeting September 10th, 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
Jeffrey Snyder
Barbara Bailey

Also attending: Jason Hartman, Head Clerk Heidi Grimm, Fiscal Officer Tracey Wonner.

The meeting was called to order by Chairperson Hoover.

Prayer led by Rev. Donna Shuman of Lisbon Assembly of God

No additions, deletions, or corrections to the minutes of the August 13th, 2024, meeting, Minutes accepted as written.

Recognize Guests from floor.

Tracey Wonner gave a report on the new renewal premium for property & liability insurance. There is an increase this year of \$6,402.89 due to improvements that have been made (new tower and booster station). Health insurance will see a 2% increase, which is not unusual.

Operator's Report

Regulatory Compliance

1. We have submitted our August OEPA Water reports.
2. We have submitted our July OEPA Sewer reports.
3. CIP (Clean in Place) and EFM (Enhanced Flux Maintenance) on skids.
4. Asset Management Plan – Chris continues to work with I AM GIS, OTCO, and the OEPA on this.
5. We continue to review the requirements on the Lead line mapping that is due in October of 2024. Chris and Heidi have spoken to the OEPA on this item and sent over the information that we currently have to see if it will work with their system. They have said it looks good to them. Our crew will be out the next couple of weeks potholing to check as many service lines as we can. So far, we have completed 23 digs.
6. We have sampled for our yearly Disinfection Byproducts.
7. We received our Lead and Copper sample results back and everything looked good. We issued the notices and submitted the necessary paperwork to the OEPA.

Projects

1. North End Pressure Project – The electricians have completed their work on the tank, and we have been working with ACI on the necessary stuff for the new tank and booster station. (Still looking for 3 easements and purchase of small piece of property)
2. St Rt 45 and Adams Rd Line extension – on hold
3. North Market St Sewer- Design engineering continues. Jon has submitted a new projected cost for this project that has substantially increased the cost. I have submitted the updated cost in your packets. The old cost was around 1.3 million. Jon's reasoning is as follows "We have field survey information now and conditions are somewhat different than originally anticipated. We will need to relocate some waterlines; to achieve efficient drainage we will need to replace all the curbs; based on our camera investigation I have included more sanitary lateral replacements. These

items have driven the OPCC higher.” Chris has not had a chance to talk to Jon about these new issues but will this week and report back. They have completed about 15% of the design engineering.

4. Grant St Bridge – Work continues on the new bridge. On Saturday they began fusing the new HDPE pipe and will then begin pulling it through the casing. (Has been completed, will take sample 9/11/24)
5. Prichard St Bridge- No new updates.

Infrastructure Maintenance

1. We have been working on running the new service line for the Johnny Appleseed Festival. We hope to have this completed by tomorrow.
2. Leak Seekers have been in town for the last few weeks to check our distribution system. They did find two small service line leaks. One on South Lincoln and one on Sunset Dr. We will be repairing them in the coming weeks. There were also two hydrants that were leaking by that we have already addressed.

Curb Stops

1. We replaced the service line from the main to the curb stop since it was a lead line, and the curb stop at 133 West Chestnut St

Ongoing Responsibilities

1. Our crew delivered 59 red cards and performed 11 shutoff's last month.
2. Our Vacon was down due to the hydraulic pump shaft and pulley quit working. We found that the key pin was not in and ruined the shaft. We have ordered the new parts and Chris Shivers is working on the repair. Chris Peterson is working with Best Equipment to get the parts covered under warranty. (Parts were covered under Warranty)
3. Chris continues to work with ACI on our SCADA upgrade and repair. Vik was in several times, and we are now running on the new system. There will still be some fine tuning.
4. We continue to work with Jim Oliver and the parks committee on the leak at the pool.
5. We continue to mow and trim our holdings.
6. Tracy is working with the insurance company on getting the 2010 Chevy repaired. She has been trying to reach out to the other driver's insurance company, but they are not responding to her.
7. The quote for the parts for the Gas Chlorine system is in your packets for your consideration.
Shipping cost was not provided in the quote.
8. Chris would like to send Jason to a Confined Space entry & Safety Training class that will be hosted by OTCO on October 16th at the Wayne County Regional Training Facility at a cost of \$195.00 with your permission?

Time Off

Chris will be off and out of town September 10th to September 16th. Jason will be covering the next board meeting. Jason and Mike will be covering OEPA Obligations.

Jim will be on vacation the week of September 16th. Chris has spoken with Jim Oliver regarding this, and he will be able to supply a driver for the vacon that week for our potholing.

Chris will be at a OTCO Board meeting on Oct 4th.

Clerk's Report:

Continuing to work on the information for Service lines in between normal monthly routines. Will be out of the office 9/17 in the afternoon and all day on 9/23 for Dr. appts for my mother.

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. Sand Filter Rehabilitation – No update.
- E. Grant for lead service lines – No Update.
- F. Reservoir Roof Maintenance – on hold

New Business:

- A. Hach Quote: CL 17 & Turb. Meter – table until next meeting
- B. OPWC Funding Opportunity for N Market St. Sewer Project
- C. Tap in application 8095 Thomas Rd. (Water Only)—Mr. Hoover made a motion to approve the application, second by Mr. Snyder.
Motion Passed
- D. Tap in application for 38140 Hunter Camp Rd (Water & Sewer) –Mr. Hoover made a motion to approve the application, second by Mr. Snyder.
Motion Passed
- E. Tap in application for 7235 St. Rt. 45 (Sewer Only) – Mr. Hoover made a motion to approve the application, second by Ms. Bailey.
Motion Passed
- F. Citco Water quote – Motion by Mr. Hoover to purchase chlorinator equipment at a cost not to exceed \$3,000.00, second by Ms. Bailey.
Motion Passed
- G. Hach Annual Service Contract – Mr. Hoover made a motion to renew our annual service contract with Hach at a cost of \$5,130.00. Second by Mr. Snyder.
Motion Passed
- H. Mr. Snyder made a motion to send Mr. Jason Hartman to a Confined Space entry & Safety training class at the cost of \$195.00on October 16th. Second by Ms. Bailey
Motion Passed

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
