

## **Board of Public Affairs Meeting May 28, 2024**

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

Jeffrey Snyder  
Barbara Bailey

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 Jeffrey Snyder.

No additions, deletions, or corrections to the minutes of the May 14, 2024, meeting, Minutes accepted as written.

**GUESTS:** John Dyke owner of 276 E. Pine St. addressed the board with his concerns that the leak alerts and burst alerts are not monitored 24/7.

His leak started at approximately 5pm on Friday May 10, 2024. The system sent an alert to email at approximately 5pm on Saturday May 11, 2024. He was notified at approximately 10:30am on Monday 5/13/24.

He returned the call and asked us to shut the water off at the curb as he was unable to get there till later in the day. We shut the water off at the curb.

Mr. Dyke came into the office Wednesday May 15, 2024, and inquired about any relief he could get on the billing of the leak.

I explained that I could give him 25% off the water usage above the 6-month average, unfortunately I was unable to do anything with the sewer.

He felt that the amount (\$39.02) was not sufficient. He felt that we should have notified him earlier of the possible leak. I explained that I monitored the email Monday through Friday and that it was not monitored on the weekends. He felt these new meters should have made it, so he was notified earlier. I also explained that had they still been the old meters I would never have been made aware of the leak until we were out reading meters.

Upon review the board agreed to give him a credit on water for \$78.33.

### **Operator's Report**

#### **Regulatory Compliance**

1. We have submitted our April OEPA Sewer 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 has completed all the Cross Connection Survey's
5. We continue to review the requirements on the Lead line mapping that is due in October of 2024. Our crews continue to check streets for what type of service lines we have as the schedule allows.

## Projects

1. North End Pressure Project – Maguire Iron continues work on the new water tower. They will be X-raying the metal for the tower May 31<sup>st</sup>, the crane is scheduled to come June 4<sup>th</sup> and coming out on June 7<sup>th</sup>. All of the details have been worked out with Ohio Edison and the phone company. Chris is notifying the property owners. Painting of the tower is scheduled to start around June 20<sup>th</sup> and being completed around the first week of August. Xpress Underground is now expecting the new booster station to be delivered June 7<sup>th</sup>. We met with both Maguire Iron and Xpress Underground last week on May 23<sup>rd</sup> for an update. Chris and Chad continue to work on the easements and Chris is working on getting three of our easements recorded. We also continue to work with Ohio Edison, Columbiana Gas and AT&T for the new booster station.
2. St Rt 45 and Adams Rd Line extension – Funding application has been submitted. No new updates.
3. North Market St Sewer- Design engineering continues. No new updates.
4. 9177 St Rt 45 water line repair easement- No new updates.
5. Grant St Bridge – Work has started on the bridge last week and Chris did receive a phone call from Marucci & Gaffney last week letting me know that the casing for the new water line that was ordered was incorrect. They were contacting ODOT to get the issue fixed.
6. Prichard St Bridge- Chris is currently reviewing plans for the relocation of the water line.

## Infrastructure Maintenance

1. We have blacktopped our holes on East Lincoln Way and West Washington St with the assistance of the Street Department last Thursday. Jim felt that the hole on East High St needed to settle some more. We are looking to get the sidewalk completed in the next week or 2 depending on the contactors schedule.
2. We had a couple of power issues last week at our Wellfield and CIC. On Wednesday, May 15<sup>th</sup> we lost power to both our CIC and Wellfield which caused our pressure in town to go to 105 PSI until we could adjust the valve at the plant. Once power was restored, we began to pump with our CIC again. We did find that we started to have some issues with Well #7 at the wellfield. Chris called Soltis Electric, and they will be out to check the issue. Until it is resolved Chris switched to another well. On Thursday evening May 16<sup>th</sup> we had another power outage at the wellfield but this time everything checked out after the power was restored.
3. On Saturday, May 18<sup>th</sup> around 4am we had a main line break next to the Street Department on our 8 in. line that supplies water from the plant to the town and reservoir. Unfortunately, the plant alarm did not call out to let us know there was a problem, so we did not know until Logan arrived to start the plant at 6:30am. At that time, we had 5.5 feet of water in our reservoir. Chris called out a crew and they were able to isolate the leak quickly and they worked very fast to place a repair band on the line. We found a 3 in. chunk of the line had blown out. Unfortunately, we were not able to supply water to the reservoir until the line was repaired which caused our tank to get very low. We did issue a boil order for the affected area and Chris contacted OEPA after hours line to report the depressurization. Fortunately, we were able to get the plant back up before we completely ran out of water in the tank and Chris did contact the mayor and asked him to post on his Facebook to ask residents to not fill or top off their pools over the weekend until we could catch up with water in the tank. Chris did contact area labs, but none were taking samples until Tuesday morning. Monday night Chris and Laura collected the samples and Chris dropped them off Tuesday morning.

## **Curb Stops**

### **Ongoing Responsibilities**

1. Our crew delivered 65 red cards.
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. Vik met with Chris last week and tested all the hardware and reviewed the changes with him. He is hoping to install it in the next 2 weeks.
4. Chris has been working with Pall Corp on our new computer. Our new computer has yet to arrive. Chris spoke with Pall Corp last week and they said we should have it soon.
5. We continue to mow and trim our holdings.
6. We do have a leak in the pool. Jim Oliver believes it is in the return line. He is planning to have a camera check it after the season is done.

### **Time Off**

Jim was on Vacation last week from May 20<sup>th</sup> to May 25<sup>th</sup>. He did come in and help us with the leak last Saturday.

Jason will be on vacation from May 28<sup>th</sup> to June 3<sup>rd</sup>, 2024.

Chris will be on Vacation June 5<sup>th</sup> to June 11<sup>th</sup> and out of town. Mike and Jason will be covering what hours and visits Chris is not able to get done before he leaves.

Jim will be on Vacation June 17<sup>th</sup> to June 21<sup>st</sup>.

### **Clerk's Report**

Shut offs are tomorrow, Wednesday May 29, 2024. Heidi will be out of the office June 10<sup>th</sup> and 11<sup>th</sup>. Mary Ann will be covering the office and the meeting.

### **Unfinished Business:**

- A. Update of North End Pressure Project. – See operators report.
- B. N. Market St Sewer line replacement – No update.
- 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, hopeful to have a quote for the next meeting.
- F. Grant for lead service lines – No Update.
- G. Reservoir Roof Maintenance – Mr. Peterson spoke to the engineer about different options.
- H. 960 N. Market St – Mr. Peterson spoke with the contract that is doing work for the property owner. They may need a smaller line but should be okay as they will have a grinder pump. The board agreed to waive any tap in fee if they find they have to re-tap into the main.

**New Business:**

- A. Generator Specialist annual maintenance agreement – Ms. Bailey made a motion to enter into the annual maintenance agreement for the period 07/1/24-06/30/25 at a cost of \$2,822.00, second by Mr. Snyder.

Motion Passed

**Approval of Bills:**

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

Motion Passed.

Meeting adjourned by Mr. Snyder.

Attest

Approved

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