

Board of Public Affairs Meeting January 24, 2023

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

Bill Hoover, Chairman
Jeff Snyder
Barbara Bailey

Also attending: Senior Operator Chris Peterson, Clerk Heidi Grimm, Fiscal Officer, Tracey Wonner, and Council President Dawn Thomas.

The meeting called to order by Chairman Hoover.

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

GUESTS: Mr. Halligan of Black Rd addressed the board with his concerns about being responsible for replacing his water meter that had frozen over the Christmas holiday with the cold weather that we had. It was explained to him that it is his responsibility to make sure that the meter is properly insulated so that freezing is not an issue. He negotiated with the board, and due to the circumstances, all agreed to split the cost of the replacement meter.

OPERATORS REPORT:

- We submitted our OEPA Sewer MOR's for December.
- Jason, Jim, and Laura attended the Vac-con training that was provided by Best Equipment on January 12th. They stated that it was a very good training.
- We are continuing to work on our NPDES permit renewal, Jon and I continue to work with the EPA on this.
- We are waiting to hear back the comments for the plans that Howells and Baird submitted for the North End Pressure Project. We should hear back from the OEPA in the next month.
- CIP (Clean in Place) and EFM (Enhanced Flux Maintenance) on skids.
- We had a call out on January 19th with the fire department. It was believed they were on a hydrant.
- Our crews handed out Red Cards on January 18th
- The work of moving the equipment inside the new building at the Standpipe was completed on January 10th. We are getting much better reading from that site now. Soltis Julian Electric has ordered the necessary components to finish the other 2 sites and should be completing the work soon.
- The heater in the new plant has been repaired.
- We continue to work with I am GIS and OTCO on our updated Asset Management plan.
- We did receive our ODNR Water Withdrawal Reports last week. Chris will be filling them out with the necessary information and submitting them by March 1st. This year they are moving to inputting the information Online.
- Chris has reached out to Tanner Peterson from C&S solutions regarding a quote for a new Locator on the Ohio EPA H2o grant. That quote came in at \$6,680.99 and they are running a special due to the

grant. Since the grant is up to \$10,000 at Tanners direction Chris has also reached out to Mark Beaty with Utility Technologies regarding a quote on a Correlator to see if we could apply for both. If I do not receive the quote by Wednesday morning, I will just apply for the Locator only.

- Our crew has been working hard to clean up the area around the garage and reorganize the inside to the garage. We have filled the dumpster with everything from the old meters and have also taken a couple of loads of scrap to the scrap yard. The brass that we took to Niles last week provided us with a check of around \$2,200.00.
- Pall Corp contacted Chris to set up our annual inspection. They will be calling him back with a list of available dates.
- Campbell Signs has lettered our Vac-con and re-lettered the one door of the Ford f-150.
- We have dropped off the Kubota lawn mower at Phil's for its yearly service. We also dropped off the Dixon lawn mower at Hill Top for its yearly service.
- While our Vac-con was at Best Equipment. They spent 3 days looking into the issue with the fuse blowing on the pony motor. They did find that there were wires pinched in it and were able to fix the problem. All work was under warranty.
- Over the next couple of weeks, we will be assisting the Street Department with cleaning out Catch Basins with the Vac-con
- The OEPA has contacted Chris and set up our Lab Inspection on March 22nd. This will be an online inspection. They also requested that we send our lab records to them by around March 1st.
- Air Technologies was out on January 10th to repair our compressors. During that repair they found that our Drier on Air Compressor #2 was not working. They are looking at options and are working on a quote to replace it.
- On January 17th Chris, Jim and Jason went around to all the know Grease traps on the north part of town and checked them. We spoke with 2 business owners that we found their grease traps were full and asked them to please get them pumped out. Both said that they would, and we will follow back up with them in 1 month.
- Our crew did respond to Family Recovery for an issue with their toilets flushing slowly. We found that there was a partial blockage in the line just south of there. At the time, our Vac-con was at Best Equipment, so Chris called the County, and they were able to respond quickly and assist us in jetting it a clearing the blockage.

Time Off

- Chris will be off January 25th, 31st. February 2nd
- Chris will be at a OTCO board meeting on January 27th
- Logan will be off on February 7th to February 18th
- Chris will be off and out of town on February 15th to February 21st (he will still be able to meet our OEPA obligations for sewer and Jason will cover what water time is left over)
- Chris will be off and out of town on February 28th to March 3rd. (Mike Ours and Jason will cover what time Chris cannot cover for both Sewer and Water)
- Jason will be off April 3rd to April 10th

Clerk's Report – Monthly billing was mailed today 1/24/2023 Was able to purchase window envelopes for the year at a savings of approximately \$2060.00.

Unfinished Business:

- A. North End Pressure Project – No update
- B. N. Market St Sewer Line replacement – No update
- C. Moratorium that you must be annexed into the Village to receive Village water –The board is trying to determine exactly what information is required to make an informed decision.
- D. Engineering for Spruce St – Sanitary Sewer Extension – No Update
- E. Meters received the Final change order on the meter project.
Mr. Snyder made a motion to accept the final change order. Second by Mr. Hoover.
Motion Passed
- F. Ohio EPA H2o Ohio Water Grant – See operators report

New Business:

- A. Disposal of broken/frozen meters – Chris reported that the staff will dispose of any broke/frozen meters (nothing under warranty) every six month.
- B. Disposal of dresser couplings – dresser couplings have become outdated and are not typically used, there is also concern of how good the rubber gaskets may still be because of the age. Mr. Hoover made a motion to keep 5 of each size and dispose of the rest. Second by Ms. Bailey.
Motion Passed
- C. 424 W Washington St. – We have been to this location numerous times in the last year and a half due to sewer backup and typically could not find and blockage on our side. The homeowner had a plumber come in and he started digging hoping to find the problem. What he discovered was that at some point a new main had been installed on W Washington and this address was never hooked into it.
Motion was made by Mr. Snyder to hook the 4" line into the correct 6" line. Second by Ms. Bailey.
Motion Passed

Approval of Bills:

Motion made by Mr. Snyder to pay the bills with a second by Ms. Bailey

Motion Passed

Meeting adjourned by Chairman Hoover.

Attest

Approved
