

## **Board of Public Affairs Meeting August 8, 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 Mayor Peter Wilson.

The meeting was called to order by Chairperson Hoover.

No additions, deletions, or corrections to the minutes of the July 25th, 2023, meeting, Minutes accepted as written.

### **GUESTS:**

### **OPERATORS REPORT:**

#### **Regulatory Compliance**

1. We are currently submitting our July OEPA Water Reports.
2. NPDES permit renewal; Jon and I continue to work with the EPA.
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.

#### **Projects**

1. Bike trail on 154 – Chris continues to work with Rob from Marucci and Gaffney. No new updates (this project is finishing up)
2. North End Pressure Project – Howells and Baird have completed the easements for the fairgrounds. Chris is currently reviewing them and then will send them to Alex for his approval. We are also looking at the week of August 14<sup>th</sup> for the preconstruction meeting.
3. St Rt 45 and Adams Rd Line extension – In a holding pattern
4. North Market St Sewer- No New updates
5. 9177 St Rt 45 water line repair easement- Howell and Baird has completed the easement and it has gone to Alex for his comments.

#### **Infrastructure Maintenance**

1. ACI was in on August 2<sup>nd</sup> and patched the Wellfield cellular. We did have some issues but were able to work them all out.
2. Chris is working with the property owner at 960 N Market St who has been having issues with their sewer backing up. No new updates currently. I have reached out to her and advised her that Jon is on Vacation but is working on the necessary easement. I will follow up with Jon when he returns.
3. We are reviewing the Hydrant repair list after our inspections and flushing. We will be going out to repair the hydrants that need repaired once we finish repairing 3 curb stops.
4. We will begin exercising our main line valves. (We are required to exercise 20% of our valves per year according to OEPA rules)

## **Curb Stops**

1. Our crew was out checking a couple of curb stops that we had recorded turned hard or did not turn. We found we have 3 curb stops left to repair and 2 are scheduled for this week and the last one is scheduled for next week.

## **Ongoing Responsibilities**

1. Our crew performed 13 shut offs on August 1<sup>st</sup>.
2. North Market St. Sewer – During our checks everything has been flowing good the past couple of weeks.
3. Our crew continues to trim and mow our grounds.
4. Marlboro Towing has come back with an offer for the old Vac-con.
5. On the morning of July 31<sup>st</sup> we received a call from PD for water on the roadway in front of 261 W Washington St. After investigation we found a 13 in split in our 8 in main. We were able to maintain pressure and repair the leak.
6. On the morning of August 4<sup>th</sup> the Pall System kicked out and did not fill our Clearwell all the way. For some reason it did not alarm. We were able to get the system restarted and filling again and started the plant a little later that day.
7. Leak Seekers is in town and checking our system. So far, he has found a noise in front of Huntington Bank. We have called in a line location and will be investigating further.

## **Time Off**

Chris will be at an OTCO class from Aug 9th to Aug 11th, 2023.

Chris will be off Aug 15<sup>th</sup> and 17<sup>th</sup> 2023.

Jason will be off August 16<sup>th</sup>, 2023.

Jim will be off August 16<sup>th</sup>, 2023.

**Clerk's Report** – Gave copies of updated rules and regs. to board members to review, will schedule a work session later.

## **Unfinished Business:**

- A. Update of North End Pressure Project – See operators report.
- B. N. Market St Sewer line replacement – Continuing to look for funding.
- C. Engineering for Spruce St – Sanitary Sewer Extension – No new updates.
- D. Line extension at North end of town – Table till next year's funding. (March 2024)
- E. Vac-con Lane at plant – This will be a 75 ft lane from the garage to be able to dump vac-con. Chris will get updated quotes for the next meeting along with a rough drawing of the plans.

## **New Business**

- A. Yellow Duck Race, JAF asked if they could have water to use for the race that once used to be an annual event and they are bringing it back. The water would come from a hydrant manned by a firefighter. This will not be a problem.

B. Motion by Mr. Snyder to recommend to Council to prepare a resolution to sell the old vac-con on govdeals. Second by Ms. Bailey

Motion Passed

**Approval of Bills:**

Motion made by Mr. Snyder to pay the bills. Second by Mr. Hoover.

Motion Passed

Meeting adjourned by Chairperson Hoover.

Attest

Approved

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