

Board of Public Affairs Meeting October 8th, 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: Chris Peterson, Sr. Plant Operator, Head Clerk Heidi Grimm, Fiscal Officer Tracey Wonner.

The meeting was called to order by Chairperson Hoover.

No additions, deletions, or corrections to the minutes of the September 10th, 2024, meeting, Minutes accepted as written.

Recognize Guests from floor.

None

Operator's Report

Regulatory Compliance

1. We have submitted our September OEPA Water reports.
2. We have submitted our August 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. Chris had a long conversation with Laurel Ljubi from the OEPA concerning this project. We have a team's meeting set up for later this month with the OEPA to review this.
5. We continue to review the requirements on the Lead line mapping that is due in October of 2024. Our crew has potholed all the current required service lines and Heidi and Chris are working on submitting the paperwork to the OEPA. Our crew will be potholing additional service lines so get a jump on the requirements for next year. Heidi and Chris will be working on sending out the required letters after the information is submitted.
6. We will be starting our annual Hydrant flushing the week of October 14th.
7. Chris has submitted an update to the OEPA on current projects.
8. Per our schedule on our new NPDES we have closed off 2 CSO's temporarily with sandbags. The next action on our schedule will be to close them off permanently if we have no issues the summer of 2025. Chris has submitted the necessary paperwork to the OEPA to notify them.

Projects

1. North End Pressure Project – We continue to work with the property owners on the required easements. Chris has been able to get stuff set up for the new booster station for Ohio Edison and Columbia Gas after spending a lot of time on the phone. Chris has been contacting ACI daily on getting the quote for setting up the SCADA for the new booster station and the new tower. Just as an update I received the quote finally on Friday morning and will review it over the weekend and touch base with Jon on Monday.
2. St Rt 45 and Adams Rd Line extension – on hold
3. North Market St Sewer- Design engineering continues. Chris and Tracy have been working with Pam from RCAP on getting all the required paperwork for funding. They have stated that we need

to discuss this project more in Board and Council meetings to meet our Public Notification obligation. Chris will be heading that up.

4. Grant St Bridge – Work continues the new bridge. After the new line was installed, we went through a couple rounds of samples that were required to be able to switch over to the new line. We were finally able to get all the sampling out of the way and received the results back from the lab on Friday afternoon September 27th. Chris notified the OEPA and the contractor on Monday morning September 30th. The contractor asked us to switch over to the new line so they could start to dismantle the temporary line and Chris scheduled to switch over on Tuesday morning October 1st. When our crew went down, they found that the contractor had taken it upon themselves to turn the valves and switch the line over themselves, which they are not permitted to do. Chris had a heated conversation with the contractor and notified the Police Chief and the Village Solicitor and notified our OEPA Rep. Chris is working with the solicitor and will provide an update to the board when one is available.
5. Prichard St Bridge- No new updates.

Infrastructure Maintenance

1. Our crew set up and tore down for the Johnny Appleseed Festival. We worked through some issues they had. Chris and Jason attended the chamber meeting on September 25th which was their wrap up meeting and discussed the issues that came up. They are requesting one more pit somewhere on the corner of East Washington St and South Market St. Chris explained that it was doable, but he would like to wait until right before the road is repaved. Per the Village Mayor it is slated to be repaved next year so we will be ready to install the pit. Chris also explained that we felt the since the Board paid for the last pit that they should purchase the material for the next one. They agreed to spend up to \$3,000.00 on material for the new pit. Chris did have Heidi do a work order and had the president of the chamber sign, so we had record of the discussion. Tracey asked Chris to ask the Chamber if they want to purchase the materials directly or if they want invoiced by the village?
2. We did have a pipe at our Industrial Lift Station break. Based on where the pipe broke our staff was not able to do the repair, so Chris contacted JCM Contracting to help with the repair. After 2 days of working on it they were able to get it repaired. We did find that the piping in the lift station is in extremely poor shape. Chris will begin working on getting budgetary numbers to rehab the lift station.

Curb Stops

Ongoing Responsibilities

1. Our crew delivered 68 red cards and performed 11 shutoffs.
2. I am happy to report that the SCADA upgrade has been completed. Chris worked with ACI to get all the bugs out of it. Chris and Jason now have remote access to it also.
3. The Street Department helped us out a lot with the potholing. Jamie filled in the week Jim was on vacation and Jamie helped us between 7am to 8am most mornings until Jim came in. Also, they helped us with traffic control. Chris has thanked them for helping us out.
4. We continue to mow and trim our holdings. This should be wrapping up this month.
5. Chris continues to work with Tracy on getting the 2010 Chevy repaired.
6. Our Correlator (that was mostly purchase with the OEPA H2O grant) has been delivered and our crew has been trained to use it.
7. We did begin having issues with our #1 Pall system water pump. Chris is working on getting it looked at. He believes it is a VFD issue.

8. Due to the drought conditions in Ohio over the last couple of months the OEPA has asked us to give public notification and review our contingency plan. Chris has looked it over per the OEPA recommendations.
9. We did have a sewer line break behind Farmers Bank. We were able to repair the line in a couple different places.
10. Chris has been working with the Mental Health Complex on 154 on their project to tie into our water system. Waiting for them to fill out the required tap in application.
11. The Turbidity meter is leaking, Chris has a call into Hach.

Time Off

Chris will be at training October 9th and 10th.

Jason and Chris will be at the Confined Space Training on October 16th.

Logan will be off October 11th and 12th.

Jason will be off October 31st and November 1st.

Clerk's Report:

Muni-link is having a problem with the SLIM module that we are using for the service line requirements for the EPA, I placed the initial call Thursday 10/3/24 (the day I was sending the final report to the EPA) about the errors I was receiving about missing latitude and longitude. They have assured me that they are working on a fix.

Mary Ann has successfully scanned all the paper files to their appropriate accounts in the muni-link system.

May Ann will be out of the office 10/10 returning 10/15/24.

Heidi will be out of the office on Oct. 23, 2024

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
- G. Scada for North End Pressure – believe the contingency will cover the cost. ACI will assume the warranty for the pump station. The fiscal officer asked that it all be put into written form for review before making any decisions.
- H. Price difference for the correlator from original quote to the actual purchase price. - Chris is checking.

New Business:

- A. Hach Quote: CL 17 & Turb. Meter – still haven't received quote.

- B. Quotes for airbags - Mr. Hoover made a motion to purchase 3 airbags from Citco Water at a cost of \$1,225.00 each plus shipping not to exceed a total of \$5,000.00. Second by Mr. Snyder.

Motion Passed

- C. 2025 License to Operate projected fee \$2,914.56. – Ms. Bailey made a motion to approve paying this years 2025 License to Operate. Second by Mr. Hoover.

Motion Passed

- D. Encroachment of the home and porch into road right of way, 330 Cherry St – Discussion was had about the encroachment, and we found no issues. We are okay with the recommendation of the council for easements.

- E. JCM Contracting to fix the industrial lift station. Mr. Hoover made a motion to pay JCM \$2400.00 for work done at the industrial lift station. Second by Ms. Bailey.

Motion Passed

- F. Mr. Snyder made a motion to remove the following from unfinished business on the agenda. Update of the north end pressure project, N Market St Sewer line replacement and Grant for lead service lines. Second by Mr. Hoover.

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
