

Board of Public Affairs Meeting May 23, 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, Chairman
Jeffrey Snyder
Barbara Bailey

Also attending: Sr. Plant operator Chris Peterson, Clerk Heidi Grimm, Fiscal officer Tracey Wonner, Mayor Peter Wilson, and Dawn Thomas, Council President.

The meeting called to order by Chairman Hoover.

No additions, deletions, or corrections to the minutes of the May 9th, 2023, meeting, Minutes accepted as written.

GUESTS: None

OPERATORS REPORT:

Regulatory Compliance

1. OEPA Sewer Reports were submitted for April.
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. Our goal is to have them all completed by December 31st, 2023. We have currently completed around 100 of them.
6. We are finishing up our CCR's and it will be posted on the website in the next couple of weeks.

Projects

1. Bike trail on 154 – Chris continues to work with Rob from Marucci and Gaffney. Our staff was present when the fence was installed without incident.
2. North End Pressure Project – No new updates currently. Once we can officially award the bids, we will be setting up a pre-construction meeting.
3. St Rt 45 and Adams Rd Line extension – We continue to wait on the WSLRA to release their project funding.

Infrastructure Maintenance

1. Chris continues to wait on ACI on the patching of the St Rt 45 tank and Wellfield Cell systems. We did have an issue with the cell service last week. Vik and Chris did work with the cell companies and were able to get it back up within 24 hours.
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.
3. Our staff continues to flush hydrants on the east side of town as the schedule allows.
4. Pall Corp was out on Tuesday, May 16th for their annual inspection. Chris has not received their official report yet but should in the next couple of days. The most noteworthy was the Pall computer will need to be replaced soon. As we discussed a couple of years ago this will be an expensive replacement due to the fact the software we currently use (Rockwell) is not supported by windows 10 and we will have to change over to the new software. Pall Corp is working on sending me a budgetary quote for next year and it will be around \$25,000 to \$30,000. The

internet card in this current PC has gone bad and we were able to do a work around for the time being. The current PC we have is from 2016.

5. Hach was in on May 17th for their quarterly inspection.

Curb Stops

Ongoing Responsibilities

1. Our staff delivered 52 red cards.
2. Our crew has been working on getting ready for the pool opening. We began filing last Tuesday and finished on Friday morning. There have been some leaks that Jim Oliver has addressed with our assistance.
3. Chris spoke with Northeast Ohio Truck Driver Training, and they did not have any openings in their May 22nd class, so Laura is scheduled to start on July 24th.
4. North Market St. Sewer – our staff was called out for backup on May 15th at 6:30pm. We spent over 4 hours jetting the line and working on getting the blockage cleared. This time it seemed to be grease that had built up and it was further up the line than normal. I have spoken with a company out of New York, (Industrial Chem Labs) and they are sending us a sample granulated degreaser to try in our lift stations. Chris has spoken with some other systems that use this and they said it seems to work. During this emergency we did find the suction tube on the top of the Vac-con had broken at the seam. Chris reached out to Best Equipment and after a very pointed conversation Best Equipment had ordered the replacement pipe and will install it as soon as it comes under warranty. We were able to get the truck operational that night with gorilla tape.
5. Our crew continues to trim and mow our grounds.
6. Our crew was called out on Sunday, May 21st for a sewer backup on Caldwell. We were able to jet the line and clear the blockage.
7. Our crew was called out for Sewer in the Creek on Prichard Ave on Thursday, May 18th. Nothing was found.
8. Chris left a voicemail and emailed Bradley Tucker from Perso Insurance via email regarding the old Vac-con yesterday. Still waiting for a response.
9. We have been sending staff to the cemetery when available for their Memorial Day preparations.

Time Off

Jim will be off every Monday in June except for June 5th.

Jim will be off the week of July 3rd.

Chris will be off May 25th, 26th and 30th, also June 7th to June 9th.

Chris will be at an OTCO Board meeting May 24th (only for a couple hours)

Jason will be off May 30th to June 5th, 2023.

Clerk's Report – continuing to schedule Cross Connection Surveys. We currently have 265 paperless customers and 68 Auto pay customers. Heidi will be out of the office from June 5th, returning on June 14th.

Unfinished Business:

- A. Update of North End Pressure Project – See Operators report.
- B. N. Market St Sewer line replacement – no report.

- C. Annexation to receive village water – No report.
- D. Engineering for Spruce St - Sanitary Sewer Extension –No report.
- E. Line extension on North end of town – No report.
- F. CDL – See operators report.
- G. Status of letter for Mr. Burke of 253 W Spruce St. – letter is done, pending a couple small corrections.
- H. Vac-con Lane at plant – No report.

New Business

- A. Quote from Core and Main for meters. Mr. Hoover made a motion to purchase meters at a cost of \$9,297.80 from Core and Main. Second by Mr. Snyder

Motion Passed

- B. Ohio Legislative Commission House Bill 93, this information was given to the board by the fiscal officer just as an FYI that it will be going for its third reading, and should it pass what changes that could be expected.
- C. Ms. Wonner, fiscal officer asked Mr. Peterson to investigate dedicated phone line (330)424-4533 the cost is becoming excessive, what are the alternatives?
- D. A motion was made by Mr. Snyder to increase the cost of replacement meters to the customers from \$275.00 to \$375.00 due to the price increase to us. 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 Chairman Hoover.

Attest

Approved
