

## **Board of Public Affairs Meeting January 10, 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 Mayor Peter Wilson.

The meeting called to order by Chairman Hoover.

Reorganization of the board, Motion made by Mr. Snyder to leave the board as it currently stands. Second by Ms. Bailey.

Motion Passed

No additions, deletions, or corrections to the minutes of the December 13, 2022, meeting, Minutes accepted as written.

**GUESTS: n/a**

### **OPERATORS REPORT:**

- We submitted our OEPA Water MOR's for December.
- We repaired a curb stop @ 244 West High St. This is the repair that we shut down West High St for. After the repair we collected 2 Bacteria Samples and when both came back negative, we lifted the Boil order.
- 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 did have an issue with Skid A during a cleaning. Laura called Chris and he was able to come in and work out the issue.
- During the Holidays, our crews responded to 29 after hours call-outs ranging from frozen or broken pipes in residences, frozen meters, broken fire lines, and jetting a sewer main.
- Our crews did nonpayment shut offs on January 4th.
- On Christmas morning Chris found that the Solenoid for the chlorine system had quit working. He was able to manually turn it off and on until ACI was able to come out and replace it. The last time this solenoid was replaced was about 2 ½ years ago. Chris has discussed with Vic on looking into a better solenoid that may last longer.
- During the cold snap that we had Chris noticed that one of the heaters in the main plant was not working. Chris called out Padurean Heating and of course they were very booked. Chris advised them that this was not an emergency due to use having 2 other heaters in the main plant. They were able to come out on Thursday, January 5<sup>th</sup>, 2023, and found that the circuit board for the heater has gone bad. They will be ordering a new one and installing it once it comes in.

- We continue to work with I am GIS and OTCO on our updated Asset Management plan.
- Best Equipment will be borrowing our Vac-con for a training they will be doing at their facility on January 10<sup>th</sup> through January 12<sup>th</sup>. In trade they will be detailing our truck and allowing 3 of our crew to attend the class.
- Soltis Julian Electric will be here Tuesday, January 10<sup>th</sup> to begin the work on the Standpipe building and the new cell antennas.
- Our crew replaced a curb stop at 81 Morrison.
- Our crew assisted tapping into our curb stop at 123 South Beaver St.
- We have submitted the required paperwork for the Lead Mapping to the OEPA.
- Chad from New Waterford Water Department came out to assist us with locating a service line at 22 Morris St. Unfortunately, it is a plastic line without tracer wire on it, so we were only able to follow the line out a short way out of the basement. We will be doing some exploring in the next couple of weeks to try to find their curb stop.
- We were called out by the fire department for a residence on North Market St that had a sewer smell in their basement. We checked our main and noticed a small backup starting. We were able to jet the main and clear the backup before it backed up in anyone's basement.
- We did have an air leak on Skid A on the SV control panel. We were able to talk to customer service from Pall Corp and after a lot of trouble shooting, we were able to repair the leak.
- Chris has filled out and submitted our application to renew our Lab Certification to the OEPA. Our current certification expires on March 5<sup>th</sup>, 2023. Chris also added Laura to the paperwork.
- We have had several issues with our 2 Atlas Corp air compressors that run the microfiltration part of the plant over the last couple of weeks. First, we had ordered the required food grade oil back in April of 2022. Chris has called several times over the past couple of months to ask where our oil is, and every time been told they needed more information to set up the account. Chris was finally able to secure the oil from Air Technologies which is the company that services the compressors the week before Christmas. We found that both compressors were starting to use a lot of oil and Compressor #2 would not run. Chris called out Air Technologies to look at both compressor and they found that both compressors had a clogged oil line. They said this is a common problem on these types of compressors. They were able to secure one oil line for Compressor #1 and Compressor #2 they put a new type of line they have been installing on these compressors. During the repair, the tech took Chris through all the components on the compressor and even showed us how to service them and trouble shoot common issues with these units. After they left both compressors were running very well. Unfortunately, the next day compressor # 2 quit working again and we found the oil line had cracked. Chris took that compressor out of service and ran the plant on #1. The tech then came back out and replaced the bleeder and the oil line and the compressor started working again. Chris stayed for a couple of hours to monitor the compressor and about 2 hours later the line cracked again. Chris reached back out to the tech, and they have ordered 2 new line that can withstand higher pressures and will be installing them on Tuesday, January 10<sup>th</sup>. Chris also had them get a quote together for a complete service on both compressors and common parts that break on the units so we would not have to wait on parts.
- Our crew replaced a curb stop at 230 East High St.
- Our crew did respond to a sewer smell on Dicky Dr at the Community action building. Our crew checked the main and found wipes in the manhole. We cleared the manhole and sent a letter to that building reminding them that wipes cannot be flushed.

## Time Off

- Chris will be off January 11th, 23<sup>rd</sup> and 25<sup>th</sup>
- Chris will be at a OTCO board meeting on January 27<sup>th</sup>
- Logan will be off on February 7<sup>th</sup> to February 18<sup>th</sup>
- Chris will be off and out of town on February 15<sup>th</sup> to February 21<sup>st</sup> (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 28<sup>th</sup> to March 3<sup>rd</sup>. (Mike Ours and Jason will cover what time Chris cannot cover for both Sewer and Water)
- Jason will be off April 3<sup>rd</sup> to April 10<sup>th</sup>

**Clerk's Report** – 3% annual increase has been updated in the Muni-link system for the upcoming billing for January. Asked permission to remove the words “statement enclosed” from our envelopes.

### Unfinished Business:

- A. Fire Hydrants State Route 154 – to be completed in the Spring
- B. North End Pressure Project – operators report
- C. N. Market St Sewer Line replacement – Mr. Peterson had a conversation with Pam Ewing from RCAP about the benefits of starting the engineering design phase then apply for loan and see if we qualify for grants.  
Mr. Hoover made motion to move forward with the design and engineering for the N. Market St sewer line replacement project. Second by Mr. Snyder.  
Motion Passed
- D. Moratorium that you must be annexed into the Village to receive Village water –The board is waiting on an agreement from Atty. Matt Doley to determine the cost of him doing research into the matter.
- E. Engineering for Spruce St – Sanitary Sewer Extension – No Update

### New Business:

- A. Meters – Mr. Peterson informed the board that the lead time for new 5/8” meters is currently 14 months. We currently have 8 in stock and will be receiving 10 this month and then receiving 20 more in February.
- B. Air Compressors – See operators report for information on repairs  
Motion was made by Mr. Snyder to pay Air Technologies for services at a cost of \$5851.92.  
Second by Ms. Bailey.  
Motion Passed
- C. Boots – Motion was made by Mr. Hoover to purchase steel toe/composite toe boots for water dept employees from J. Sabatini's at a cost not to exceed \$150.00. Second by Mr. Snyder  
Motion Passed
- D. Sidewalk 252 W. High St. – tabled discussion
- E. Ohio EPA H2 Ohio Water Grant – Pam Ewing, RCAP sent Mr. Peterson information for a grant up to \$10,000.00 for leak locating equipment.  
Motion made by Mr. Snyder for Mr. Peterson to proceed with the application for the grant. 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

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