

Board of Public Affairs Meeting July 11, 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
Barbara Bailey

Also attending: Sr. Plant Operator Chris Peterson, Clerk Heidi Grimm, Fiscal Officer Tracey Wonner, and Mayor Peter Wilson.

The meeting called to order by Chairman Hoover.

No additions, deletions, or corrections to the minutes of the June 27th, 2023, meeting, Minutes accepted as written.

GUESTS:

OPERATORS REPORT:

Regulatory Compliance

1. OEPA Water Reports were submitted for June.
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. We have a few surveys scheduled for the next couple of weeks.

Projects

1. Bike trail on 154 – Chris continues to work with Rob from Marucci and Gaffney. No new updates
2. North End Pressure Project – No new updates currently. Jon continues to work on the necessary easements for Alec to review. We are hoping to have the preconstruction meetings in the next couple of weeks.
3. St Rt 45 and Adams Rd Line extension – No new updates.
4. North Market St Sewer- We received notification that this project will be recommended by the State ARC to be funded for \$250,000.00.
5. 9177 St Rt 45 water line repair easement- We have met with Howells and Baird on site. They are preparing the easement for the homeowner review. Chris spoke with the homeowner, and he was on board with our plan.

Infrastructure Maintenance

1. ACI was in on June 30th to patch the standpipe over on the cellular. After working out a few issues everything seems to be working so far.
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 has concluded the hydrant flushing on the east side of town and has moved over to the west side.

Curb Stops

1. We have scheduled to repair some curb stops in the next couple of weeks. Some of the stops that need replaced require concrete to be torn up and replaced. Chris has been working with the Street Department to make sure it gets replaced in a timely manner.

Ongoing Responsibilities

1. Our staff performed 29 shut off's.
2. We were called out to 321 Caldwell Ave for a Sewer backup on July 9th, 2023. Chris and Jim were able to jet the line and clear the blockage. This is the second backup in this area in the last month. We have scheduled it to be re-jetted in a week and are also stopping at area businesses to remind them what can be put in the sewer.
3. Laura's backflow class has been rescheduled for October 12th and 13th 2023.
4. North Market St. Sewer – During our checks everything has been flowing good the past couple of weeks.
5. Our crew continues to trim and mow our grounds.
6. We have received the check for the old Vac-con and Chris will be reaching out to the tow company to have it taken to the scrap yard.
7. We did receive a statement for the hose that was installed on the new Vac-con last month. Chris contacted Best Equipment and explained that we were told this was covered under warranty and they are working on their end to resolve the issue.
8. We were called out for a main line leak at 918 North Market St on Friday, June 30th. we found it was a leak in the 4 in main. We were able to perform the repair under pressure by installing a 20 in clamp. Chris also wanted to thank the Police Department and Street Department for helping us out with traffic control.

Time Off

Jim will be off every Monday in July

Chris will be on vacation July 10th to July 18th (he will still be in to meet our OEPA obligations with Jason's help and will be at the Board meeting on July 11th)

Logan will be off July 27^h to July 29th, 2023.

Clerk's Report – Reported that our monthly credit card and automated payments from customers are up to 24% compared to last year in June at 10% from the implementation of Invoice Cloud.

Unfinished Business:

- A. Update of North End Pressure Project – No update.
- B. N. Market St Sewer line replacement – No update
- C. Annexation to receive village water – Mr. Hoover reported on the findings of the attorney. The attorney's recommendation is that it would not be beneficial to annex. The board asked that we receive his findings in writing. Chris will contact him for that information.
- D. Engineering for Spruce St - Sanitary Sewer Extension –No updates.
- E. Line extension at North end of town – No updates.
- F. Vac-con Lane – No updates.

New Business

- A. 226 Pritchard Ave – Regarding sewer back up. Customer did not come to meeting. Mrs. Rose came to the office on Monday July 10, 2023, and immediately asked to speak to the Mayor, I explained that the mayor was not to whom she needed to speak. She then went to the mayor’s office and proceeded to explain her situation. Together they called Salem Sewer and Drain, and they explained to her that it was not a problem with the village but rather that her line was only a 2” line and not capable of handling the usage.

Approval of Bills:

Motion made by Mr. Hoover to pay the bills. Second by Ms. Bailey.

Motion Passed

Meeting adjourned by Chairman Hoover.

Attest

Approved
