

**Board of Public Affairs  
Meeting September 27, 2022**

A regular meeting of the Board of Public Affairs held at 5:00 p.m. at Village Hall. Those members present were:

Chairman William Hoover  
Jeff Snyder

Also attending: Senior Operator Chris Peterson, Clerk, Heidi Grimm, Fiscal Officer, Tracey Wonner, and Mayor Peter Wilson, Barbara Bailey

The meeting called to order by Chairman Hoover.

Swearing in of Barbara Bailey to the vacant board position by the Mayor Peter Wilson.

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

**GUESTS:** Carly and Wayne Brock of Richardson Monuments, they addressed the board in reference to a tap in they believe was existing on a property they purchased and have determined it is being used by the cemetery and they wish to tap into that location with a 1" line. Board advised them to fill out a tap in application and it would be reviewed. Tap In application was presented to them.

**Operators Report:**

- We have submitted our current Monthly Sewer Reports.
- We have installed the new hydrant on N Market St.
- We are continuing to work on our NPDES permit renewal, Jon and I continue to work with the EPA on this.
- Howells and Baird continue to work on our survey work for Design Engineering of the North-end Pressure Project. They were out last week with us collecting data concerning flows and pressure and will be out again this week doing the same.
- CIP (Clean in Place) and EFM (Enhanced Flux Maintenance) on skids.
- We did receive our lead and copper results back from the lab and are getting all our required OEPA paperwork completed.
- Mr. Hoover and I attended the fair board meeting last week to bring them up to speed on the North End Pressure Project and more importantly how it will affect them. They have put a committee together on their end and Jon and I will be meeting with them in the next week.
- We have been having an issue with Sparkle Lift station not functioning correctly. I have a call into Soltis – Julian Electric to look at it.
- The fuel tank has been moved and Soltis – Julian Electric will be coming out this week to wire it up.
- We continue to work with I am GIS and OTCO on our updated Asset Management plan.
- JCM was into camera the sewer on N Market St last week. We have the video and are reviewing it. We did notice there is a lot of grease in certain areas and are working on jetting it out. We also are mapping the area. The Board suggests that we camera every 2 years.
- We have been working on our annual hydrant flushing on the east side as the work schedule allows.
- We will be winterizing the pool this week.
- We assisted the Road Department with blacktop.
- Our crew handed out Red Cards
- I have been in communication with the owners of Richardson Monuments. They are looking to run a water line to their garage across the street that they built a couple of years ago. I have informed them that they would need to fill

out a new tap in application and pay for the tap. They seem to disagree with us and say that the house that was there many years ago had a water tap and the feel that they should not have to pay for the tap. Heidi and I have been through all the records we have and have no record of this.

• We continue to work on updating our lead mapping. All systems are required to update the lead mapping by December 31<sup>st</sup>, 2022. The last time our mapping was updated was 2017.

#### **Time Off**

- Laura will be off until October 31<sup>st</sup>.
- Chris will be on Vacation the week of October 10<sup>th</sup>. Jason will be covering the next board meeting for me.
- Chris will be at a OTCO board meeting Oct 6<sup>th</sup> through the 7<sup>th</sup>.

#### **Clerks Report:**

Billing will be in the mail 9/28 along with the EPA required Backflow and Cross Connection Education Brochure

Heidi will be out of the office 10/3/2022.

#### **Unfinished Business:**

- A. NPDES permit renewal & CSO report – See operators report.
- B. VFD Project – See operators report.
- C. Fire Hydrants on ST RT – No update.
- D. North end pressure project – See operators report.
- E. N. Market St. sewer lie replacement – No update.

#### **New Business:**

- A. Laura Wilson Unpaid leave  
Motion by Mr. Hoover to allow Laura to go into the negative on sick time and pay back as earned when she returns. Second by Mr. Snyder.  
Motion Passed
- B. Cross Connection Control Surveys  
Motion by Mr. Snyder to suspend the fees associated with the 1<sup>st</sup> cross connection survey. Second by Ms. Bailey.  
Motion Passed
- C. Quote from R and R Seal Coating  
Motion by Mr. Hoover to seal top parking lot at the plant at a cost of \$1,050.00 by R and R Seal Coating. Second by Ms. Bailey.  
Motion Passed

#### **Approval of Bills:**

Motion by Mr. Snyder to pay the bills, a second by Mr. Hoover.

Motion Passed

Meeting adjourned by Mr. Hoover, Chairman.

Attest

Approved

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