

Board of Public Affairs Meeting February 13, 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
Barbara Bailey
Jeff Snyder

Also attending: Senior Plant Operator Chris Peterson, Clerk Heidi Grimm, and Mayor Peter Wilson.

The meeting was called to order by Chairperson Hoover.

Prayer by Rev. Donna Shuman, Lisbon Assembly of God

No additions, deletions, or corrections to the minutes of the January 23rd, 2024, meeting, Minutes accepted as written.

GUESTS: Vic with ACI explained the new PC and software for the ACI SCADA. He also explained the second invoice (\$8,695.00) for a loaner computer, monitor and keyboard. This is a safeguard for them. We are not expected to pay this invoice unless we would not return the loaner in good working order in the allotted 30 days (ACI can extend it to 45 days if necessary). Vic assured us the 30 days should be plenty of time as they stock everything required to get us up and running in the new system. Once the loaner equipment is returned, we will receive an invoice that is marked cancelled.

Operator's Report

Regulatory Compliance

1. We have submitted our January OEPA Water Reports
2. We submitted our December OEPA Sewer Reports
3. NPDES permit renewal; Jon and I continue to work with the EPA. The OEPA has sent out our new permit for the 30-day comment period.
4. CIP (Clean in Place) and EFM (Enhanced Flux Maintenance) on skids. Chris has been working on some issues with the supply of Citric Acid.
5. Asset Management Plan – Chris continues to work with I AM GIS, OTCO, and the OEPA on this.
6. Our staff continues to work on our Cross Connection Survey's.
7. Chris has sent our response letter from our November 2nd, 2023, sanitary survey.
8. We continue to review the requirements on the Lead line mapping that is due in October of 2024
9. Chris has begun working on our 2023 ODNR report. It will be completed in the next 2 weeks.

Projects

1. North End Pressure Project – Xpress Underground have been working on some stuff at the existing CIC pit. Maguire Iron completed the foundation for the new tank and started to build the tank.
Mr. Snyder made a motion to purchase a third of an acre tract of land by the new water tower from Mr. Dan Gruszecki at a cost of \$3,000.00. Second by Ms. Bailey.
Motion Passed.
2. St Rt 45 and Adams Rd Line extension – Waiting until spring to apply for funding. Chris has been able to talk to 2 companies on letters of support.
3. North Market St Sewer- no new updates.
4. 9177 St Rt 45 water line repair easement- No new updates. On hold until next spring.

5. Grant St Bridge – No new updates currently.
6. Prichard St Bridge- Chris spoke with Tyler from EMH&T who is the engineering firm that is working on the project. All the requested information has been relayed. They also informed us that the water line will need to be relocated for the new bridge to be installed. Chris had a zoom meeting with them and is reviewing their information.

Infrastructure Maintenance

1. We are working on our schedule for exercising our assets for this year. Chris is hoping to have that schedule ready by the end of this month.
2. We continue to wait for an updated schedule of when Liquid Engineering will be onsite for our inspection and cleaning. Per Chris's conversation they are looking at mid-April to come do the cleanings and inspections.
3. Our crew has been working on the hydrant at 122 Grandview. We have torn the hydrant apart and Chris is working on finding the needed parts.
4. McKay and Gould were out and replaced the gasket on well #4 and repaired the electrical conduit on well #3.

Curb Stops

1. We repaired a service line leak at 313 ½ N Jefferson St.
2. We replaced a curb stop at 722 Sunset Dr

Ongoing Responsibilities

1. Our crew performed 30 shut offs.
2. Our crew delivered 70 red cards.
3. Chris and Bill continue to work with property owners to secure the necessary easements for the new water supply line. We did drop off the new Easement to Buckeye Fab and are waiting to hear back.
4. We are still waiting for the parts for the heater at the plant. Chris left a message for them yesterday; they have received the parts and are just waiting for them to install.
5. On February 1st, our SCADA computer in the operator's office quite working. Chris has been working (a lot) with Vik from ACI on the information and quote for repairing and upgrading the SCADA system. The quote is in your packet and Chris has discussed this quote with Tracy and she feels comfortable with the dollar amount for #2 if the board wishes to proceed with that option.
6. Jon and Chris continue to work with the property owner at 960 N Market St on their sewer issue. We have decided to go in a different direction than we originally planned.
7. We assisted the Street Department with cleaning out catch basins.
8. We investigated a possible leak on Sunset Dr.

Time Off

Logan will be on vacation from February 2nd to February 17th, 2024.

Chris will be at an OTCO Board meeting on March 1st, 2024.

Jason has been off since February 5th, 2024, with a family illness.

Chris will be in Mississippi February 23rd until the morning of February 27th, 2024. Chris has contacted Mike Ours to cover if necessary.

Clerk's Report -- No report.

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. Vac-con Lane at plant – (As funds allow)

New Business:

- A. New tires for Chevrolet, Mr. Snyder made Motion to purchase tires from J & J Tire at a cost of &768.00. Second by Ms. Bailey.
Motion Passed
- B. Quote from ACI for ACI Scada computer. Mr. Hoover made a motion to purchase System #2 at a cost not to exceed \$18,678.15 from ACI. Second by Mr. Snyder.
Motion Passed
- C. Sand filter rehabilitation: Discussion about having to go out to bid in two parts, one for the cost of the actual parts and one for the labor to have the parts installed. Construction will need to be completed by the end of this year due to a grant that is involved. Senior plant operator will contact the EPA to see if he can do the bids or will they need done by engineers?)
- D. Backhoe repair. Mr. Shivers has located a used control module for the backhoe at a cost of \$2,500.00 and a verbal quote to install off \$1,200.00. Motion by Mr. Hoover to have the backhoe repaired by Mr. Shivers at a cost not to exceed \$4,000.00. Second by Ms. Bailey.
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
