

Board of Public Affairs Meeting September 12, 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, Chairperson
Jeffrey Snyder
Barbara Bailey

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

The meeting was called to order by Chairperson Hoover.

No additions, deletions, or corrections to the minutes of the August 22nd, 2023, meeting, Minutes accepted as written.

GUESTS: None

OPERATORS REPORT:

Regulatory Compliance

1. We have submitted our Aug OEPA Water Reports.
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.

Projects

1. North End Pressure Project – The fair board has approved the proposed easement at their meeting on August 23rd. Xpress Underground has started running lines. We are working on finalizing the remaining easements.
2. St Rt 45 and Adams Rd Line extension – In a holding pattern
3. North Market St Sewer- Pam will be submitting this application soon to the OEPA.
4. 9177 St Rt 45 water line repair easement- Howells and Baird and Alec have been finishing this up. Still waiting for final approval from Jon and Alec.

Infrastructure Maintenance

1. Chris is working with the property owner at 960 N Market St who has been having issues with their sewer backing up. I reminded Jon about this yesterday. Jon is going to be working on this as soon as his schedule allows.
2. We have completed work on the St Rt 45 sewer line repair. A curb was re-poured last week, and the sidewalk was poured yesterday. Our staff have gone back to their regular shifts.
3. We will begin exercising our main line valves. This is on hold until the sewer line is repaired. (We are required to exercise 20% of our valves per year according to OEPA rules)
4. We are currently working on the Sparkle Sewer Lift Station. We have ordered the necessary parts to repair it and they should be in this week.

Curb Stops

Ongoing Responsibilities

1. Our crew performed 11 shut offs.
2. After the last storm, our sensor at the reservoir was no longer working. We went to manual readings until ACI could come out and replace it. There have been some small issues with getting our new sensor calibrated to give us proper reading. ACI is working on the issues.
3. We are currently working on getting all the water connections ready for the Johnny Appleseed Festival ready.
4. We did have an issue with Skid C in the plant on Saturday, September 9th. Chris and Laura worked with Pall Corp tech support to fix the issue. Chris believes it may be a software issue due to the age of the software. We were able to get the Skid back up and running the following day.
5. We have completed all our second half annual sampling requirements from the OEPA. Lead and Copper results have been returned, and our staff delivered all the necessary letters to the consumers. Chris also sent in all the required Paperwork to the OEPA.
6. Our crew continues to trim and mow our grounds.
7. We are working on getting the old Vac-con on egov.
8. As soon as our schedule allows, we will be digging in front of Huntington Bank for a possible water leak.
9. We did have a service line leak and a main break at 419 W Washington St. Our staff replaced the entire lead service line from the main to the curb stop and repaired a break on the main. We did have to reduce pressure in the area and issued a boil order and collected samples. Once the results were received, we lifted the boil order.

Time Off

Chris will be on vacation from September 18th to September 25th, 2023.

Jim will be off September 12th and 13th 2023.

Clerk's Report – We will be inserting magnets into our monthly billing with a QR code that will take the customer directly to our portal to create an account and access several payment options. This is the month that the new 2pm deadline for the 15th and the 28th are effective.

Unfinished Business:

- A. Update of North End Pressure Project.
Currently still working on easements, Xpress Underground has started work on Lisbon Canfield Rd. laying pipe.
- B. N. Market St Sewer line replacement – Application will be submitted this week.
- C. Engineering for Spruce St – Sanitary Sewer Extension – No new updates.
- D. Vac-con Lane at plant – (As funds allow)
- E. A discussion about using a red roof on the new booster station to try to match the roofs used by the fairgrounds. Everyone agreed.

New Business

- A. Quote for Ford, Motion by Mr. Snyder to have Walt's auto body to do the repair work on the Ford in the amount of \$1274.30. Second by Ms. Bailey.

Motion Passed

- B. Mr. Hoover made a motion to exchange the property that we own on Saltwell Rd. for an easement on parcel #09-02749-003 that has been prepared by Howells and Baird for a supply line to the new water tower and a new booster station. Second by Ms. Bailey.

Motion Passed

- C. Waterline easement for parcel #08-00437.0 John Helman on St Rt 45, waiting for copy of easement from Howells and Baird.

- D. During the operators report Mr. Hoover made a motion to approve payment to G. Dailey Excavating of \$2,919.68 for work on N. Market St./Saltwell Sewer repairs. Second by Mr. Snyder.

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
