

**Board of Public Affairs Meeting
October 14th, 2025**

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

Bill Hoover, Chairperson
Barbara Bailey
Cora Lewis

Also attending: Chris Peterson, Senior Plant operator, Head Clerk Heidi Grimm, Tracey Wonner Fiscal Officer, and Mayor Peter Wilson, Donna St. Clair.

The meeting was called to order by Chairperson Hoover.

Prayer: Brian Davis, Ministerial Association

No additions, deletions, or corrections to the minutes of September 23rd, 2025, meeting, Minutes accepted as written.

Recognize Guests from the floor.

Mayor asked if the pool has been winterized, it has been started and will be finished this week per Chris. He also asked about filtration systems sand vs DE.

The mayor said that he was informed that the State has plans to repave St Rt 164 inside the village in mid-2026 early 2027. To be aware if we have any projects that would be in those areas.

Operator's Report

1. We submitted our Sept. Water Reports.
2. CIP (Clean in Place) and EFM (Enhanced Flux Maintenance) on skids.
3. Asset Management Plan – Chris continues to work with OTCO, RCAP, and OEPA on this. Chris had an in-person meeting with Rcap last week, going over all the data and he will be meeting with OEPA and Rcap Tuesday, October 14th to review. OEPA was here today for approx. 3 hours, the backflow violation will be removed. Capital improvement plan needs more specific dates. We have a list of immediate needs, 5 year needs and 10 year needs.
4. Chris continues to work on the template letters for Backflow and Cross Connection surveys.
5. NPDES lagoon permit renewal – We are waiting for the final paperwork.

Projects

1. North End Pressure Project – We had a successful startup on our new booster station last Tuesday. We also began filling the new tower and will continue to fill

until it is full. We will then drain most of the water since it was disinfecting the tower and then refill. Once that is completed, we will be testing the new PRV valve at the old CIC. That should be happening toward the end of the month. ACI is currently working on installing the new SCADA at the new booster station. We are still currently on target for a November 20th switch over. Mr. Peterson asked permission to have a SCADA Engineer look over the quote and plans from ACI to be sure we are getting what we need and not more than we need. He was told to proceed.

2. St Rt 45 and Adams Rd Line extension – No new updates
3. North Market St Sewer- Design engineering continues.
4. Industrial Lift Station Replacement- No new updates.
5. Prichard St Bridge- No new updates.

Infrastructure Maintenance

1. We have been monitoring our holes and adding 304, as necessary.
2. Chris continues to work on repairs for the pool. We are also winterizing everything up there this week.
3. There is a valve box that needs paved back in on E Washington St. Chris has already reached out to Howells and Baird and they are aware of it. He also asked the mayor not to sign off until the final repairs are done.
4. Our staff, with assistance from the street department (a CDL driver) have repaired 3 curb stops. There is one more on our list and Chris is working with the homeowners on it.
5. ACI has installed the new piping and filter for our Chlorine system. They will be installing the new valve this week.

Ongoing Responsibilities

1. Our crew performed 11 Shut offs.
2. Chris continues to work with the contractor on the remaining county project.
3. We are continuing to mow our holdings as the weather allows.
4. I am happy to report that Laura has passed his General Knowledge, Air Brakes, and tanker endorsement for her CDL. She now has her permit. Chris scheduled her and she has started her CLD classes on October 2nd. Logan has completed the class and is waiting for the test. Test is scheduled for 10/24/25 for Logan & Laura.
5. Chris attended the Chamber wrap up meeting on September 29th for the Johnny Appleseed.

Time Off

Chris will be off the week of October 20th. Chris has spoken with Jason and Mike, and they will cover what OEPA obligation Chris is not able to.

Clerk's Report: Gearing up for the 15th.

Unfinished Business:

- A. Sand Filter Rehabilitation – On hold.
- B. Backflow and updating the plumbing in the Water Dept. garage. No update.
- C. Public Outreach – Ms. Bailey attending the Center Twp Meeting on this evening.

New Business:

- A. Motion by Mr. Hoover to replace the radiator and have service performed on the backhoe by Chris Shivers at a cost not to exceed \$3,000.00. Second by Mrs. Lewis.

Motion Passed

- B. Motion by Mrs. Lewis to purchase supplies to stock new truck from JWB at a cost not to exceed \$1,723.40. Second by Ms. Bailey.

Motion Passed

- C. Motion by Mr. Hoover to enter into a contract with the Columbiana County Health Department for administration services for backflow for 2026-2027, no to exceed \$3,200.00 annually. Second by Ms. Bailey.

Motion Passed

- D. Motion by Ms. Bailey to have two (2) heaters repaired by High Efficient Heating and Cooling at a cost not to exceed \$858.00 Second by Mrs. Lewis.

Motion Passed

- E. Motion by Ms. Bailey to recommend to council to sign a purchase agreement for property located at 7389 St Rt 45. Second Mrs. Lewis.

Motion Passed

- F. Permission given to Mr. Peterson to get help to create the policies for Cyber Security for the water plant.

- G. Motion by Mr. Hoover to purchase a Dichlorination Diffuser from USA BlueBook at a cost not to exceed \$1,617.01. Second Ms. Lewis

Motion Passed

Approval of Bills:

Motion made by Ms. Bailey to pay the bills. Second by Mrs. Lewis

Motion Passed

Meeting adjourned by Chairperson Hoover.

Attest

Approved
