

**Board of Public Affairs Meeting  
January 27<sup>th</sup>, 2026**

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: Jason Hartman, Heidi Grimm, Head Clerk, Tracey Wonner, Fiscal Officer, and Mayor Peter Wilson, Councilperson Susan Temple.

The meeting was called to order by Chairperson Hoover.

Prayer: Cora Lewis

**Recognize Guests from the floor.**

Mayor thanked the water department for their work with the inclement weather. The mayor also invited the board to a team building exercise hosted by RCAP on 2/28/2026.

**Regulatory Compliance**

1. We submitted our December Sewer 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. We are hoping to complete this in April of this year. Chris has had several phone conferences with them in the last 2 weeks.
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.
6. Chris met with the OEPA on our Source Water Protection Plan. We are still planning to have our first committee meeting in the first quarter of 2026.
7. We are just waiting for the contractor's availability to block off the CSO on South Market. No new updates.
8. Chris continues to work on ODNR reports that are due by March 1<sup>st</sup>.
9. Chris continues to work with the OEPA on renewing our Lab Certifications for our staff.
10. Chris has reached out to OTCO to get our staffs backflow certifications renewed. They expire at the end of this year. These certifications last 3 years.

## **Projects**

1. North End Pressure Project – ACI, Howells and Baird, and Chris have been working on coordinating the valve replacement at the plant. It is currently scheduled for the 3<sup>rd</sup> week of February. We are looking to complete the fence work at the new Tower as soon as the weather breaks in the spring.
2. St Rt 45 and Adams Rd Line extension – Chris continues to work with Howells and Baird on this project. We are looking forward to sending this out to bid this week per Howells and Baird. We are expecting a May 1<sup>st</sup> construction date.
3. North Market St Sewer- Howells and Baird was out last week and collected the soil samples that were needed. They were able to do this without any issues.
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. Chris has spoken with Jim Oliver, and they will be patched as soon as the weather allows.
2. Our staff was out late last week and double checked all our generators in anticipation of the upcoming snowstorm. We found that Village Hall's generator has an Aux. Fault and is kicking out after running for a minute. Chris called Generator Specialist to look at it.
3. Jason and Jim have been working during the cold snaps on going over mapping of the system to make sure we have accurate records.

## **Ongoing Responsibilities**

1. Our crew performed 45 red cards.
2. Chris continues to work with the contractor on the remaining county project. The water tap was installed on the week of January 12<sup>th</sup>, and the sewer tap was done last week.
3. We continue to monitor the sand filter backwashes. No issues with it since the last meeting.
4. Our staff has replaced 1 frozen meter in the last couple of weeks. We do have some meters started in anticipation of the cold weather.

## **Time Off**

Chris will be on vacation and at the Water Professional International conference from January 27<sup>th</sup> to January 31<sup>st</sup>. Jason and Mike will be covering any OEPA obligations that Chris is not able to fulfill. Jason will be filling in for Chris at this BPA meeting.

**Clerk's Report:** January Billing was completed, getting ready for shut offs of delinquent bills.

**Unfinished Business:**

- A. Sand Filter Rehabilitation – On hold.
- B. Backflow and updating the plumbing in the Water Dept. garage. No update.
- C. Public Outreach – No report.

**New Business:**

- A. The Air Compressor quote was \$1,480.08 vs the actual charges of \$ 2971.24, due to extra repairs. The difference is \$1,491.16.  
Motion by Mr. Hoover to approve the difference in the repairs of \$1,491.16. Second by Mrs. Lewis.

**Motion Passed**

- B. Approval for sand and 304 from Ed Wilson Trucking for \$2,500.00. Motion by Mr. Hoover to purchase sand and 304 from Ed Wilson Trucking up to \$2,500.00. Second by Ms. Bailey.

**Motion Passed**

**Approval of Bills:**

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

**Motion Passed**

Meeting adjourned by Chairperson Hoover.

Attest

Approved

---

---