

Board of Public Affairs Meeting August 13th, 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
Jeffrey Snyder
Barbara Bailey

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

The meeting was called to order by Chairperson Hoover.

Prayer led by Father Wassi, Saint George Church.

No additions, deletions, or corrections to the minutes of the July 9, 2024, meeting, Minutes accepted as written.

Recognize Guests from floor

Mayor Wilson commented on how nice the water tower looks and that he has received numerous compliments.

Operator's Report

Regulatory Compliance

1. We have submitted our July OEPA Water reports.
2. We have submitted our June OEPA Sewer reports
3. CIP (Clean in Place) and EFM (Enhanced Flux Maintenance) on skids.
4. Asset Management Plan – Chris continues to work with I AM GIS, OTCO, and the OEPA on this.
5. We continue to review the requirements on the Lead line mapping that is due in October of 2024. Chris and Heidi have reached out to the OEPA to see what we need to do to get the spreadsheet to them.
6. Chris is currently drafting a response to the OEPA on some questions they had from our last inspection. He should be able to get the response out by the end of this week.
7. We sampled for our required Lead and Copper. Once we received the results back, we issued the letters to the homeowners and sent in the required paperwork to the OEPA.

Projects

1. North End Pressure Project – The painting has been completed and the electricians will begin their work this week on the new tank. Chris continues to work on the easements and has looked up their taxpayer addresses and is stopping there to try and get their signatures. The generator has been delivered to the new booster station and Chris is working on the building permit through the state.
2. St Rt 45 and Adams Rd Line extension – I am sorry to report that we did not receive funding through the grant we applied for through ARC.
3. North Market St Sewer- Design engineering continues.
4. Grant St Bridge – Work continues the new bridge. Chris has spoken multiple times regarding questions with ODOT, the contractor, and our engineer on this project. We did allow the contractor to go down on the insulation size around the pipe from 3 in to 2.5 in in consultation with the project engineer.

5. Pritchard St Bridge- No new updates.
6. Chris continues to work with Biz Net on the rehab of the Sand Filter. We are hoping to send out the bid stuff in the coming weeks.

Infrastructure Maintenance

1. We have been working on running the new service line for the Johnny Appleseed Festival.
2. We had a water main break at 960 N Markert St. We did perform a controlled shutdown of the area and issued a boil order once the water was back up. Once we received the results back, we lifted the order.

Curb Stops

1. We replaced the curb stop at 141 Sherman St. During the dig our crew found a gas line that was leaking. Chris called the gas company, and they sent out a crew to repair it.
2. We went back and took out 18ft of lead service line of lead and replaced it copper at 130 Pritchard.

Ongoing Responsibilities

1. Our crew delivered 67 red cards and performed 25 shutoff's last month.
2. The sewer lateral at 960 N Market St has been connected to the grinder pump.
3. Chris continues to work with ACI on our SCADA upgrade and repair. Vick was in and installed all the new hardware for the SCADA upgrade. We were on the new system for about 16 hours and the software crashed. Vick put us back on the old system while he took a couple things back to his lab to test some things and will be back this week or next to finish and put us on the new network.
4. We do have a new leak at the pool. Chris has discussed it with the parks committee and Jim Oliver on how to address it.
5. We continue to mow and trim our holdings.
6. We were called out to Huntington Bank in the town square for possible sewer backups a couple of times in the last month. Chris called Salem Sewer and Drain to camera the line to see if we had any issues. They did find some roots in our main and we have put a couple of doses of root killer in the sewer to deal with it. They also were not able to locate where the sump pump line goes out of Huntington.
7. We were called for a possible sewer backup at 248 Sherman St. Our crew jetted the main line.
8. Chris spoke with Citco Water on parts for our chlorine system at the plant. They are working on a quote for spare parts for the system. The existing parts are not available so we may have to do some retrofitting.
9. We did have an accident with the 1500 2010 Chevy on July 31st. The back driver's side corner was hit. The State Highway Patrol found the other driver at fault and Tracey is working with the insurance company to get the truck fixed.

Time Off

Chris will be off from August 27th to August 31st. Jason will cover what hours Chris is not able to.

Chris will be off and out of town September 10th to September 16th. Jason will be covering the next board meeting. Jason and Mike will be covering OEPA Obligations.

Clerk's Report:

Unfinished Business:

- A. Update of North End Pressure Project. – See operators report, discussion about meeting with Mr. Grusecki about some concerns, wood needing removed, concrete also needing removed,

Neighbor (Graham) to reach out to Xpress about some building repair. The contractor wanted to tie in to 8" line and Chris Peterson said no. Collector and Cell antennas will be moved to the new tower, there is the option for police and/or fire to also install antennas. The building that is over the current pit will no longer be used. They will also be installing a lightning rod.

- B. N. Market St Sewer line replacement – See operators report.
- C. Engineering for Spruce St – Sanitary Sewer Extension – No update.
- D. Sand Filter Rehabilitation – See operators report.
- E. Grant for lead service lines – No Update.
- F. Reservoir Roof Maintenance – on hold

New Business:

- A. Appleseed Festival repairs to water service. Motion made by Mr. Hoover to spend up to \$3500.00 to make necessary repairs to the service used for Appleseed Festival. Second by Mr. Snyder.

Motion Passed

- B. Discussion was had as to how to let someone anonymously pay a bill for someone else.
- C. Quote for third party Electrical charge for Scada upgrade. –Has not been received.
- D. Tap in application for CAA Pharmacy – Motion by Mr. Snyder to approve the sewer tap in for Community Action Agency Pharmacy located at 7880 Lincole Pl. Second by Ms. Bailey.

Motion Passed

- E. Tap in application for Thomas Rd. Motion by Mr. Hoover to approve the tap in for Thomas Rd with the requirement that the meter be in a pit closer to the main since the service line to the house will be so long. Second by Mr. Snyder

Motion Passed

- F. Blue book quote. Motion by Mr. Snyder to purchase supplies from Blue Book at a cost not to exceed \$1,215.86. Second by Ms. Bailey.

Motion Passed

- G. Collections class. A discussion was held about the benefits of sending 2 of our staff to collections classes, with the possibility of paying for class time if they are held outside of regular business hours with the expectation of them passing the course. (\$650.00 per class per person, 14-week classes, 1 class per week for 3 hours) Chris was going to see if he could locate a class in the local area.

- H. New Fire suppression, Ms. Bailey made a motion that any new or upgraded fire suppression systems shall be required to install a non-billed meter at the expense of the property owner. Seconded 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
