

**Board of Public Affairs Meeting
April 28th, 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: Chris Peterson, Sr. Plant operator, Heidi Grimm, Mayor Peter Wilson, and Councilperson Susan Temple.

The meeting was called to order by Chairperson Hoover.

Prayer: Cora Lewis

Minutes of the April 14th meeting were accepted as written.

Recognize Guests from the floor.

None in attendance

Regulatory Compliance

1. We submitted our March 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.
4. Chris continues to work on the template letters for Backflow and Cross Connection surveys.
5. NPDES lagoon permit renewal – Mr. Hoover has signed the permit, and it has been resubmitted to the OEPA. Still waiting for the OEPA response.
6. Source Water Protection- No new updates.
7. We are just waiting for the contractor's availability to block off the CSO on South Market. This should be completed in the next few weeks.
8. Chris continues to work on our CCR's for 2025
9. Our lab renewal is scheduled for May 12th.

Projects

1. North End Pressure Project – Chris continues to work with ACI, Howells and Baird, and JP Plumbing on the installation of the new Discharge valve at the plant. We are looking to install it next month. ACI has been working on moving all the SCADA inside the new tower.

2. St Rt 45 and Adams Rd Line extension – Construction is expected to start Mid-May.
3. North Market St Sewer- We are still on target to go out to bid on this late next month. This past weekend we did have a sewer collapse just north of where we did the last repair. Chris has been working with Daily Excavating, Howells and Baird, RCAP, and village staff on the immediate repair needed. We have closed the road for the next two weeks and are currently discussing funding and scope of work. We are currently working on renting a vacuum pump with floats to lower our overtime hours.
4. Industrial Lift Station Replacement- No new updates.
5. Pritchard St Bridge- No new updates.

Infrastructure Maintenance

1. We have been monitoring our holes and adding 304, as necessary. We continue to work with the street department on patching our holes from over winter.
2. We have been flushing our hydrants as the schedule allows. We extended our date for completion to May 15th. We may need to extend that further due to our current sewer issues.
3. We expect to have the Chlorine room updated by next month.
4. We had two service taps break April 13th due to continued issues with our PRV valve. We did have the company that we bought the valve off come out April 17th and check the PRV out. Nothing was found wrong with it, and we continue to monitor it.
5. We did have an issue with our sewer lift station at the plant. We pulled one of the pumps and Chris is working on getting pricing on repairing it. We are still waiting for the quotes on it.
6. We were called out by McDonalds on April 14th for a possible sewer backup. We found that our main was clogged and we jetted it out. That fixed their backup.
7. We were called to 892 N Market St for a sewer backup. Our staff jetted the main and cleared the blockage.

Curb Stops

1. We replaced the curb stop at 8446 Thomas Rd last week.

Ongoing Responsibilities

1. Our crew delivered 41 red cards.
2. We continue to monitor the sand filter backwashes.
3. We continue to mow our holdings.

Time Off

1. Chris will be off April 30th.
2. Chris will be on vacation from May 13th to May 17th. He will still be in to meet our OEPA obligations.
3. Logan will be off April 27th to April 30th.
4. Jim will be on vacation from May 11th to May 22nd.

Clerk's Report: Billing was mailed and included a flyer promoting paying online, auto pay and ebills.

Unfinished Business:

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

New Business:

- A. North End Pressure 1st payment acknowledgement. The first payment on this loan is due July 2026, and we will continue to have the payment on the new plant loan until it is paid off in July 2027.
- B. Backflow Classes – Motion by Mr. Hoover to send water department staff to classes for backflow certification at a cost not to exceed \$2,000.00. Second by Mrs. Lewis.
Motion Passed
- C. Motion by Ms. Bailey to allow up to \$15,000.00 for rentals, Dailey Excavating, materials, 304, sand and black top for the repair of the sewer line that collapsed on N. Market St. Second by Mrs. Lewis.
Motion Passed
- D. Mr. Hoover made a motion to make a proclamation to thank RCAP for their continued support of our water and wastewater system. Second by Mrs. Lewis.
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
