

Board of Public Affairs Meeting August 23, 2022

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

Chairman William Hoover
Carol Petrachkoff

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

The meeting called to order by Chairman Hoover.

No additions, deletions, or corrections to the minutes of the August 9th, 2022, meeting, accepted as written.

GUESTS: None

Report from Ms. Wonner:

Tracey explained the effects of a payroll ordinance that is being prepared at 5% to be decided at the 8/23/22 Council meeting.

Tracey commended the Board for the financial position they are in. Chairman Hoover wished to commend our customers for their dedication and patience with all our changes.

Tracey reported our share of insurance cost are about the same for the past 5-7 years. Water \$710.89, Sewer \$710.88.

Tracey also put a reminder out that everyone needed to be looking at vacation time and making sure their staff is on top of using it.

Operators Report:

- We have submitted our Monthly Sewer Reports
- We repaired 2 main line leaks on East Chestnut that Leak Seekers found during their annual survey. Both leaks together were around 40,000 gal per day.
- We are continuing to work on our NPDES permit renewal, John and I continue to work with the EPA on this.
- Howells and Baird continue to work on our survey work for Design Engineering of the North-end Pressure Project. Jon and I have a in Person meeting scheduled for the morning of the 25th where we will go over the status of the North end Pressure Project, finalize everything on the Meter Project, and review the N Market Sewer line replacement and review some items on the Nazarene Church. Per Jon almost all the field work for the North end Pressure Project is complete and we are still on schedule to meet our October 31st date.
- CIP (Clean in Place) and EFM (Enhanced Flux Maintenance) on skids.
- Since switching over to T Mobile we have been receiving our tank level readings much better. We did have some issues with the reservoir readings, but Vik installed an antenna that has seemed to help.

- I continue to work with Howells and Baird regarding our Lead and Galvanized service line replacement project. Jon is communicating with the EPA on the grant funding. This will be an ongoing process and we will keep you informed, and we receive information.
- We located a small leak on Sherman St. We have temporarily stopped the leak but have a quote for a bell clamp that will be a permanent fix.
- We continue to work with I am GIS and OTCO on our updated Asset Management plan.
- JCM is looking to come in and camera the sewer toward the end of this week or the beginning of next week. We have been monitoring the manholes on that sewer line and everything appears to be flowing good so far.
- Pall Corp was in on August 15th to look at our Skid C issue. They were able to (after several test) determine that our issue stemmed from a 6 in Quick Vic clamp that had deteriorated over time. We were able to secure a new one and get it installed. The skid passed the IT and we collected 2 bacteria samples from the skid, and they came back negative. We also have a spare in case we have more that go bad. We also discussed a parts list of items not that the system is getting older we should start stocking. We have been talking back and forth all week and they are compiling a quote on the items we will need.
- ACI is scheduled to complete the work in the new building at the standpipe and switch over to the new fiber line on August 22nd.
- We have assisted the Road Department on a couple of occasions with blacktop.
- Our staff did meet to review work orders on August 17th
- We are hoping to obtain our Lead and Copper sampling the week of August 29th.
- We continue to work on updating our lead mapping. All systems are required to update the lead mapping by December 31st, 2022. The last time our mapping was updated was 2017.
- With Leak Seekers help we located the curb stop at 120 Beaver St
- We uncovered a big leak at the High School using our new meter system.
- We jetted out two Catch Basins at the corner of Tomas Rd and High St.

Pall is currently compiling a list of suggested parts we should consider having on hand for repairs due to horrible transit times.

Time Off

- Jason Will be off September 9th
- Chris will be off August 24th, 26th, 31st. September 2nd and 7th.
- Chris will be on Vacation the week of September 12th.

Mr. Peterson received a letter today from OMEGA awarding us a \$250,000.00 Grant for the Water tank and North End pressure project.

Discussion about old vac-con, Chris is still dealing with the insurance company and is waiting for the written permission to dispose of the old vac-con.

Chairman Hoover suggested that employees wear face shields when operating the Vac-con, due to flying debris.

Clerks Report:

Billing for end of August was mailed today. I will be out of the office on Aug. 25th & 26th, 2022.

Unfinished Business:

- A. Meters: see operators report
- B. NPDES permit renewal & CSO report – See operators report.
- C. VFD Project – See operators report.
- D. Fire Hydrants on ST RT 154 as workload permits.
- E. North end pressure project

New Business:

- A. N. Market St. sewer line replacement, it was determined there would be a special meeting August 29, 2022, at Village Hall at 10am which would include Jon Vollnogle from Howells and Baird.
- B. Trumbull Industries quote.
Motion made by Mr. Hoover to purchase 2 6" bell clamps at a cost of \$2078.94 from Trumbull Industries, Second by Mrs. Petrachkoff.
Motion Passed
- C. J & J Tire quote.
Motion by Mr. Hoover to purchase tires for the Ford Pickup truck at J & J Tire at a cost of \$748.00, second by Mrs. Petrachkoff.
Motion Passed

Approval of Bills:

Motion made by Mr. Hoover to pay the bills, a second by Mrs. Petrachkoff.

Motion Passed

Meeting adjourned by Mr. Hoover, Chairman.

Attest

Approved
