

**Board of Public Affairs Meeting
February 24th, 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, Head Clerk, Mayor Peter Wilson, Councilperson Susan Temple.

The meeting was called to order by Chairperson Hoover.

Prayer: Bob Garwood, 1st Christian Church

Minutes of the February 10th meeting were accepted as written.

Recognize Guests from the floor.

Jon Vollnogle with Howells and Baird, Jon reported about the bids for the State Route 45 North End and Adams Road waterline extension. All bids were competitive; the lowest bid came in at \$593,195.60 from Sweet Meadow. Jon has worked with this company before with good results, he also contacted 2 references, both gave good reviews. Howells and Baird official recommendation is that we contract with Sweet Meadow for the project.

Regulatory Compliance

1. We submitted our January Sewer Reports.
2. CIP (Clean in Place) and EFM (Enhanced Flux Maintenance) on skids. Just as a note, we cleaned the skids more often than normal. Part of it is due to producing more water due to leaks and the other part is the Microfiltration Filters may be getting near the end of their useful life. Chris has begun getting quotes for budgetary purposes and will discuss it with Aria Filtration during their next inspection. The filters are 20 years old currently and normally have a life span of 10 to 15 years. Our sand filters before Microfiltration have helped extend their life span.
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 – Chris talked to the OEPA. Mr. Hoover needs to sign the permit renewal. Chris has worked with Ebiz to print it out for him to sign.
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. No New Updates.
7. We are just waiting for the contractor's availability to block off the CSO on South Market. No new updates
8. Chris has completed our ODNR Reports.
9. Chris continues to work with the OEPA on renewing our Lab Certifications for our staff.

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 still waiting for some materials to come in.
2. St Rt 45 and Adams Rd Line extension – We had the bid opening on February 18th. We had 5 companies submit bids with Sweet Meadow Farm Drainage, LLC being the lowest bidder. After a review by Howells and Baird they have recommended that we award the bid to them.
3. North Market St Sewer- Pam from RCAP has researched this projects funding and has found that we are unable to use any of the funding for the line to the south of this project. We are looking for this project to go out to bid later next month.
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. Our staff has continued to respond to numerous frozen meters, water lines and meter codes showing high usage in the homes over the last couple of weeks.
3. Chris called out Hach due to issues with the CL17. They were able to come out on Monday, February 16th and review the system. We found a pinhole in one of the feed lines and they were repaired. They also replaced some other electronic components. There will be no charge for this callout since we are allowed two emergency callouts per contract.
4. Chris has reached out to a company that he was working with late last year on overhauling our Gas Chlorine room. The company is working on getting a quote together for us to review.

Ongoing Responsibilities

1. Our crew delivered 50 Red cards.
2. We continue to monitor the sand filter backwashes.

Time Off

1. Jason was off sick February 17th
2. Logan was off sick February 23rd
3. Chris will be at an OTCO training and Board Meeting March 10th through March 12th. He will be here for the next board meeting.
4. Chris will be on Vacation and out of town March 31st to April 7th. Jason will be covering our OEPA Water Obligations and Mike will cover our Wastewater if needed.

Clerk's Report: February Billing has been completed and in mail today.

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. Trench Safety Training – Motion by Ms. Bailey to send 3 employees to trench training at a cost not to exceed \$175.00 per person. Second Mr. Hoover.

Motion Passed

- B. Bids for St Rt 45 and Adams Rd waterline extension. Based on a recommendation from Howells and Baird Mr. Hoover made a motion to recommend to council to approve the tentative bid of \$593,195.60 to the lowest bidder, Sweet Meadow for the North End & Adams Rd. extension. Second Mrs. Lewis.

Motion Passed

- C. Motion by Mr. Hoover to withdraw from consideration of the OPWC and USDA Funding for the N. Market St. Sewer project. Second by Mrs. 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
