

**Board of Public Affairs Meeting
September 22nd, 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, Tracey Wonner, Fiscal Officer, Peter Wilson, Mayor, Susan Temple, Councilperson, Linda Donalley, Councilperson.

The meeting was called to order by Chairperson Hoover.

Prayer: Mr. Garwood, First Christian Church

Minutes were accepted s written for the September 8th meeting with the removal of Cora Lewis's name as she was not in attendance.

Recognize Guests from the floor.

Mayor asked Chris about the meeting with Jim from the street dept. Chris replied that Jim will provide an employee to be present when the water dept. is prepping a hole for paving.

Regulatory Compliance

1. We have submitted our August 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. Chris also met with RCAP last week to review capital improvements plans for water and sewer.
4. Chris continues to work on the template letters for Backflow and Cross Connection surveys.
5. NPDES lagoon permit renewal – We are just waiting to be issued the permit renewal.
6. Source Water Protection- No new updates. Waiting on OEPA to set meeting. Chris has reached out to them to get dates in October.
7. CSO 003 has been temporally blocked off as part of our compliance plan.

Projects

1. North End Pressure Project – We continue to wait for ACI to install the new actuator at the plant. Chris spoke with them last week and they said they would be in this week.
2. St Rt 45 and Adams Rd Line extension – All of our bacteria samples came back good. There is a \$2,100.00 change order coming for the new tie into the church.
3. North Market St Sewer- We are still scheduled to begin in November.
4. Industrial Lift Station Replacement- We continue to work on preparing this project. RCAP has submitted the paperwork to fund this project. Last week we found that the pump and the overload were bad. Chris was able to secure a quote of \$8,300.00 plus \$200.00 for shipping for a replacement pump and a quote for \$1,500.00 for replacement overload. We are currently pumping it out with the Vac-con every day until it is repaired.

Motion by Mrs. Lewis to spend a total of \$10,000.00 for the replacement pump, shipping, and the replacement overload. Second by Mr. Hoover

Motion Passed

5. Pritchard St Bridge- The replacement is scheduled currently scheduled for the summer of 2027.
6. 164 paving project continues. We have had 2 manholes damaged during the grinding. Chris spoke with the contractor, and they are aware of them and will be repairing them.

Infrastructure Maintenance

1. Our staff repaired a leak at Jefferson and Pine this week.
2. We are continuing our annual hydrant flushing and valve exercising as the schedule allows.
3. Our chlorine room was updated last Wednesday. Everything went very well.
4. Chris and Jason continue to reach out to Sweet Meadows for a schedule regarding the service line repair on W Lincoln Way.

Curb Stops

Ongoing Responsibilities

1. Our crew delivered 48 red cards
2. We continue to mow and trim our holdings
3. Our new employee started on September 15th.
4. Our staff set up and tore down the water lines for the Johnny Appleseed Festival last weekend.

Time off

1. Jason will be off September 25th.
2. Jim was off sick on September 17th.
3. Chris returned to work September 14th from his surgery
4. Chris will be at an OTCO meeting on October 7th through the 9th.

Clerk's Report:

Billing was in the mail before noon today, Reminder that Heidi will be on vacation from September 24th returning on October 6th. Mary Ann will be covering the office in my absence.

Unfinished Business:

- A. Sand Filter Rehabilitation – Ms. Wonner, Fiscal Officer explained to the board that after reviewing the status of the sand filter rehabilitation with Mr. Peterson they felt that it would not be accomplished before the December 31st deadline to use the \$75,000.00 of American Rescue Plan money so we are going to ask Council to redirect the \$75,000.00 from one water project to another which will meet the completion of December 31st.

Motion by Mrs. Lewis to request approval from Council to change the American Rescue Plan money from sand filter rehabilitation to the North End State Route 45 alternate bid water line extension and to withdraw our funding application for the loan. Second Ms. Bailey

Motion Passed

- B. Backflow and updating the plumbing in the Water Dept. garage. No Update.
- C. Public Outreach –No report.

New Business

- A. Quote for Citco water – Motion by Mr. Hoover to approve the purchase of supplies needed from Citco Water in the amount of \$12,343.41. Second by Mrs. Lewis.

Motion Passed

- B. Ordinance No. 2273-2026, 2026 Amended Appropriations will be going to Council this evening.

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
