

## **Board of Public Affairs Meeting March 8, 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  
Jeff Snyder

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

The meeting called to order by Chairman Hoover.

No additions, deletions, or corrections to the minutes of the February 22nd, 2022, meeting, accepted as written.

**GUESTS:** None

### **Operators Report:**

- We are currently submitting our Monthly Water Operating Reports
- I continue to work with Vik from ACI concerning the Cellular Upgrade for the Wellfield, Reservoir, and Plant. AT&T was not ready on their end for the upgrade, but they should be ready on Tuesday, March 8<sup>th</sup>. Vik is planning to do the switchover on that evening.
- We are continuing to work on our NPDES permit renewal, Jon and I continue to work with the EPA on this.
- We repaired a main line leak just east of the lower gate of the fairgrounds on Friday, February 18<sup>th</sup>
- CIP (Clean in Place) and EFM (Enhanced Flux Maintenance) on skids.
- We repaired a curb stop at 8084 Blacks Rd on Thursday, February 24<sup>th</sup>
- 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.
- Our Meter project continues to wrap up. We have all but 1 one-inch meter installed to date. Curtis was in town last Wednesday and today installing antennas on the meters we were not able to get readings on.
- I submitted our ODNR Water Withdraw Reports for last year.
- Our staff did perform shut off's last week.
- We continue to work with I am GIS and OTCO on our updated Asset Management plan.
- Our Vac-con continues to stay on track as of last week for its delivery date of around the first of April. (Board asked Chris to finish up with the old vac-con and insurance, it is an eyesore.)
- ODOT's updated engineering for the bike trail is currently being reviewed by Jon from Howells and Baird.

- I continue to work with Vik on obtaining a quote for moving the Standpipe over to cellular. At the time of writing this report Vik has assured me it will be here Monday, March 7<sup>th</sup>.
- AT&T is working on the engineering for the new fiber optic line from the CIC to the plant. (3-6 months to run the line.)
- RCAP has submitted our application for both the North End Pressure Project and the Design loan for this project. They are now working on grant avenues with us.
- Our staff continues to clean, organize, and inventory our garage as the workload allows.
- We had a Chlorine leak at the plant on February 26<sup>th</sup>. We ended up figuring out that Univar had shipped us 2 bad bottles. We were able to put 2 other bottles on and that stopped the leak. (May need to look at the possibility of revamping the chlorine room.)
- We had a power outage that affected the plant, standpipe, and CIC on February 25<sup>th</sup>. The plant generator did start but we did not have power to the CIC and Standpipe until about 8:30am. We worked with Ohio Edison and just ended up starting the plant up after full power was restored.

#### **Time Off**

- Chris will be off March 9<sup>th</sup>, 11<sup>th</sup>, 14<sup>th</sup>, and 17<sup>th</sup>. I will still be in to meet our OEPA obligations.
- Jason will be off March 10<sup>th</sup>

#### **Clerks Report:**

1. 1" meters just 1 more to install.
2. 2" meters are all installed.
3. Curtis from Trumbull is working on 3 locations that we are struggling with getting readings. He also addressed 3 others and they have been resolved.
4. Out of the office: March 25<sup>th</sup> after 12pm

#### **Unfinished Business:**

- A. Meters – See operators report and clerks report
- B. NPDES permit renewal & CSO report – See operators report.
- C. VFD Project – See operators report
- D. Rick Miller – Resolved at this time.
- E. Fire Hydrants on ST RT 154 as weather allows.
- F. Design Engineering Agreement for North end Pressure Project –  
Motion to enter into agreement between the Board of Public Affairs and Howells and Baird for professional services for the N End Pressure project made by Chairman Hoover, a second by Mr. Snyder.

Motion Passed

- G. New AT&T fiber optic line and standpipe cellular switchover.  
Motion to give Atty. Alec Beech the quote to create a contract between the BPA and ACI for only the amount of \$27601.65 and that any change orders must be brought before the Board before any additional work is done. Made by Mrs. Petrachkoff, second by Chairman Hoover.

Motion Passed

- H. Air Compressor – We had quotes from Ray Lewis for 2 similar compressors one at \$4400.00 the other at \$4300.00, TP Tool quote for similar one \$2599.00. Motion by Mr. Snyder to purchase air compressor from TP Tool at the cost of \$2599.00. Second by Mrs. Petrachkoff.

Motion Passed

**New Business:**

- A. EPA Well #5 and #7 report
- B. Invoice Cloud -- by Mr. Hoover to enter a contract with Invoice Cloud to better service our customers by giving them more options to pay. Second by Mrs. Petrachkoff.  
Motion Passed
- C. Boots – Motion to purchase boots for employees at Sabatini’s up to \$150.00 each by Mr. Snyder, second by Mrs. Petrachkoff.  
Motion Passed
- D. National Road Utility Supply quote – Motion to purchase supplies from National Road not to exceed \$2402.04 by Mr. Snyder, second by Mr. Hoover.  
Motion Passed
- E. March 18<sup>th</sup>, Safety Luncheon kick-off.

**Approval of Bills:**

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

Motion Passed

Meeting adjourned by Mr. Hoover, Chairman

Attest

Approved

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