

Board of Public Affairs Meeting April 11, 2023

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

Bill Hoover, Chairman
Jeffrey Snyder
Barbara Bailey

Also attending: Sr. Plant 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 March 28th, 2023, meeting, Minutes accepted as written.

GUESTS: None

OPERATORS REPORT:

Regulatory Compliance

1. OEPA Water MORs submitted for March.
2. NPDES permit renewal; Jon and I continue to work with the EPA.
3. CIP (Clean in Place) and EFM (Enhanced Flux Maintenance) on skids.
4. Asset Management Plan – Chris continues to work with I AM GIS and OTCO.

Projects

1. We have retested our wells for VOC's. The samples will go out tomorrow.
2. Bike trail on 154 – Chris continues to work with Rob from Marucci and Gaffney. They have run into some issues with the location of the Force Main Sewer line location. They are working with the County and us to rethink their original plan.
3. North End Pressure Project – Our projects were sent out to Bid on March 31st. Jon and Chris have received many phone calls concerning these projects and it looks like we will have several bids to review. Chris has also been working with ACI on the newly proposed Booster Station. Our bid opening will be on April 25th at 11am.
4. St Rt 45 and Adams Rd Line extension – Chris had a long conversation with the Ohio EPA concerning this project during grading. They had several questions. They will be working with us to help us move this project forward.

Infrastructure Maintenance

1. Chris continues to wait on ACI on the patching of the St Rt 45 tank and Wellfield Cell systems. He has spoken with Vik and as soon as everything for the Booster Station is wrapped up, he will be working on this.
2. Chris is working with the property owner at 960 N Market St who has been having issues with their sewer backing up.

Curb Stops

Ongoing Responsibilities

1. The crew continues to work on organizing the garage.
2. Shut offs were done on March 1st. *We had 41 Shut offs.*
3. Minor Insurance service line break – Their line has been repaired and installed to Village Spec's
4. We assisted the Street Dept. at the pool with locating and repairing a floor drain line from one of the buildings.
5. North Market St. Sewer – We did jet the line last week and found a couple of smaller towels.
6. Our crew were able to wax the Vac-con last week.
7. We did take another load of scrap to the scrap yard.
8. Chris spoke with a homeowner at 9204 St Rt 45 who was inquiring about acquiring water service. He explained the process and what she would need to do next.
9. Jim Oliver requested us to look at a grate in the county parking lot for the Law Library. Our crew investigated it and Chris spoke with Nick Wise from the county and he was going to investigate it for us.
10. Our crew will be turning on the water at the pool and dog park on Tuesday, April 11th. The pool is leaking in the filter room. The hot water tank is off in the pavilion because it is leaking.
11. Chris Spoke to Mr. Dan Gruszecki about a small piece of property by the standpipe that we would like to have.
12. Mr. Peterson has been speaking with the insurance company about the old vac-con. Mr. Hoover made a motion to allow Mr. Peterson to accept any amount over \$10,000.00. Second by Mr. Snyder.

Motion Passed

Time Off

Jason will be off April 28th, 2023.

Jim will be off April 17th, 2023.

Chris will be off April 12th to 14th and April 26th to 28th, 2023.

Chris will be at an OTCO Board meeting on May 5th, 2023.

Clerk's Report – Would like the board to consider adding a cut off time to the due date of the 15th at 2pm and a cut off time on the 28th at 2pm for any delinquent accounts. Also consider an increase for the fee if we go out to shut water off for non-payment.

Mr. Hoover made a motion to add a 2pm cut off time to both the 15th of the month for current bills, and for the 28th of the month for delinquent bills and to increase the fee from \$35.00 to \$50.00 if payment is not received by the cut off time and they are scheduled for termination, all effective as of September 15th, 2023. Mr. Snyder made second.

Motion Passed

Unfinished Business:

- A. Update of North End Pressure Project
 1. Bid Opening for North End Pressure Project April 25, 2023, 11am –see operators report.
- B. N. Market St Sewer line replacement – operators report
- C. Annexation to receive village water – update from attorney expected April 17, 2023

- D. Engineering for Spruce St - Sanitary Sewer Extension –No update
- E. Line extension on North end of town – see operators report.
- F. CDL – Waiting till April 15th for response about state grant funding. If no response will register Laura in the next available class with the company in West Virginia.
- G. Status of letter for Mr. Burke of 253 W Spruce St. – Will check with the solicitor.

1. New Business

- A. Hydrant flushing – Will begin May 1, 2023, they will start on the east side of town and work west.
- B. Discussion was had about installing a water fountain in Cedar Park.

Approval of Bills:

Motion made by Mr. Snyder to pay the bills. Second by Ms. Bailey.

Motion Passed

Meeting adjourned by Chairman Hoover.

Attest

Approved
