

Board of Public Affairs Meeting February 25th, 2025

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, Senior Plant operator, Head Clerk Heidi Grimm, Fiscal Officer Tracey Wonner, and Mayor Peter Wilson.

The meeting was called to order by Chairperson Hoover.

Prayer: Bob Garwood, First Christian Church

No additions, deletions, or corrections to the minutes of February 11th, 2025, meeting, Minutes accepted as written.

Recognize Guests from the floor. None

Operator's Report

Regulatory Compliance

1. We have submitted our January 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 continues to speak with RCAP on this and has had several conversations with them over the last 2 weeks. We are laying out a 6-month completion timetable for the OEPA.
4. Chris continues to work on the template letters for Backflow and Cross Connection surveys.
5. Chris has completed our annual ODNR Reports
6. Chris is currently going through the process of renewing our NPDES permit for our lagoons at the plant.
7. Filling out the required paperwork for closing off CSO.

Projects

1. North End Pressure Project – Chris and Bill attended the fair board meeting last week and they approved the utility easement for the new booster station with a couple of requests. Chris has spoken with Howell and Baird on those requests, and they are looking into them.
2. St Rt 45 and Adams Rd Line extension – No new updates other than Chris has talked to pam to have this project renominated in March for funding.
3. North Market St Sewer- Design engineering continues.
4. Grant St Bridge – No new updates
5. Prichard St Bridge- No new updates

Infrastructure Maintenance

1. We repaired a curb stop at 209 W Washington St.
2. We continued to field Frozen line calls.
3. We repaired a service line at 340 E Chestnut St.
4. We have been monitoring our holes and adding 304, as necessary.

Ongoing Responsibilities

- 1. We delivered 58 red cards.
- 2. Chris continues to work with the Mental Health Complex on 154 on their project to tie into our water system. They will be picking up the meters for installation this week.
- 3. Chris continues to work with the contractors on two proposed county projects.
- 4. With the cold weather we have been in the garage cleaning and organizing.
- 5. We have taken our mower to Phils for its annual service.

Clerk’s Report:

Reminder that Mary Ann will be out of the office on 2/27 returning 3/17/25. Waiting for completed templates for Cross connection surveys.

Unfinished Business:

- A. Sand Filter Rehabilitation – On hold.
- B. Rose Dr. Repairs—on hold till spring.
- C. Backflow and updating the plumbing in the Water Dept. garage – Still no quote.
- D. Additional easement for the fairgrounds –See operators report. Chairperson Hoover also commended the fair board for their ease of working with them.
- E. Public Outreach – Ms. Bailey attended Center Twp. Meeting and updated them on our progress of the north end pressure project. We received a couple of letters of support for the Adams Rd. Ext. project. Will put a reminder out in newspaper and social media to those people who received a letter asking for their support to please respond. Ms. Bailey will update Brittany with the Port Authority

New Business:

- A. Sewer tap in application 8446 Thomas Rd – will have to have someone camera line to see where the line ends and where the tap will have to be.
- B. Motion to pay Phil’s Service \$777.48 for annual service and necessary repairs to rod and wheel made by Ms. Bailey. Second from Mrs. Lewis.

Motion Passed

Approval of Bills:

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

Motion Passed.

Meeting adjourned by Chairperson Hoover.

Attest

Approved
