

**Board of Public Affairs Meeting
July 14th, 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 and Joe Morenz, Councilperson.

The meeting was called to order by Chairperson Hoover.

Prayer: Pastor Nancy Davis, Ministerial Society.

No corrections or additions to the minutes of the June 23rd meeting. They were accepted as written.

Recognize Guests from the floor.

None in attendance

Regulatory Compliance

1. We submitted our June Water 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.
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.
7. We are just waiting for the contractor's availability to block off the CSO on South Market.
8. Our 2026 CCR's have been completed.
9. We did our Lead and Copper sampling that is required by the OEPA last month. We received our results back last week and issued the results as required by the OEPA within 2 days. We did have one sample come back above the action Level. Chris met with the homeowner and provided them with all of the required information. Chirs also notified the Health Department as required by OEPA rules. We are below the action level with our 90th percentile so the system is not in violation. Our staff is going there this week and will identify the service line on the village's side. If it is Lead or Galvanized, we will replace it.

Projects

1. North End Pressure Project – Our valve replacement at the plant is currently scheduled for July 29th.
2. St Rt 45 and Adams Rd Line extension – Mobilization is scheduled to start July 13th. We have marked all the line locations for the project that have come in.

3. North Market St Sewer- All the information that has been requested has been submitted to the OEPA. They have approved the plans, and we are looking to go out to bid this week.
4. Industrial Lift Station Replacement- We received communication from USDA and RCAP. They have requested that we use the additional funds that we received from the North Market St sewer project on this project. RCAP and Howells and Baird are currently working on this.
5. Pritchard St Bridge- No new updates.
6. Chris continues to work with Pusitari, the county, and Howells and Baird on the Archive building. Stage one of the plan was completed, and it did provide more flow. Unfortunately, it may not have gotten us to the residuals we need. Fire Foe is coming out to rerun their test to see if the pressure in the building is enough to provide fire protection. If it is not, we will be moving forward with stage two this week.
7. Power pool at Dickey lift station, fell and has been replaced.

Motion by Mr. Hoover to pay Solstic Electric up to \$5,000.00 for emergency repairs to Dickey Lift station. Second by Mrs. Lewis.

Motion Passed

Infrastructure Maintenance

1. We have been monitoring our holes and adding 304, as necessary. With the assistance of the Street Department, we have concreted the road from our sewer repair.
2. We resumed our annual hydrant flushing and valve exercising last week.
3. We expect to have the Chlorine room updated this month.
4. We did have several issues over the weekend of the 4th from Ohio Edison due to the heat and storms. We did lose 2 transducers during the power issues. The first one was on Skid C on the pall system that reads the T1 tank (raw water tank). We worked with Aira Filtration on the issue and were able to replace it with the last spare that we had in stock. A quote is in your packet to purchase 2 more for restock. The second one controls our reading for our raw water silo. ACI has provided a quote for replacing it and it is also in your packet.
5. We were called down to Save A Lot for a possible sewer backup issue. We did not find that our sewer was backed up but we did jet it out to be sure. We did find there is some water coming in his foundation and also during heavy rain events he may have issues due to the down spouts being connected to sewer in an adjacent building. Chris is working on drafting a letter to that building owner and will send it out this week.
6. Our staff did jet the drains at the police department last week.

Curb Stops

Ongoing Responsibilities

1. Our crew performed 18 shut offs.
2. We continue to mow and trim our holdings.

Time off

1. Chris will be off from July 12th to July 24th. Jason and Mike will be covering our OEPA Obligations that Chris cannot cover.
2. Chris will be off for a surgery Starting from August 27th to September 8th. Jason and Mike will be covering his EPA Obligations.
Logan will be off on vacation July 30th to August 10th.

Clerk's Report: We have purchased the Ipad to use in the field for service orders instead of printing them out. It will be a process to get it doing all the things its capable of but we are off to a good start.

Unfinished Business:

- A. Sand Filter Rehabilitation – No update.
- B. Backflow and updating the plumbing in the Water Dept. garage. No Update.
- C. Public Outreach –Ms. Bailey will be going to Center Twp. Meeting later this evening.

New Business

- A. Part time position: Motion by Mrs. Lewis to advertise for a part-time maintenance position. Second by Ms. Bailey.

Motion Passed

- B. Industrial Lift station preliminary engineering report: Motion by Mr. Hoover to approve preliminary engineering for the Industrial Lift station to no exceed \$5,000.00. Second by Mrs. Lewis.

Motion Passed

- C. Quote AriaFiltration/Pall Corp: Motion by Ms. Bailey to purchase restock items at a cost not to exceed \$15843.37. Second by Mr. Hoover.

Motion Passed

- D. Quote ACI: Motion by Ms. Bailey to purchase transducer for the Scada side not to exceed \$7,560.00. Second by Mrs. Lewis.

Motion Passed

- E. Recommended spare part for Scada unit/ACI: Motion by Mr. Hoover to purchase power parts kit replacement not to exceed \$822.53, Second by Ms. Bailey.

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
