

Board of Public Affairs Meeting April 12, 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 Perter Wilson

The meeting called to order by Chairman Hoover.

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

GUESTS: None

Operators Report:

- We have submitted our Monthly Water Operating Reports
- We continue to work with Vik from ACI on our 4G cellular system. We have had spotty coverage since it was put in and thought we had the issue rectified but last weekend it was out again for almost the whole weekend. Vik attempted to work with AT&T with no real progress being made. Vik and I finally decided to switch the plants systems over to T Mobile and it has been working ever since. We will continue to monitor it and adjust as needed.
- We are continuing to work on our NPDES permit renewal, John and I continue to work with the EPA on this.
- With the wet weather we have been focusing on cleaning, discarding outdated stuff, and reorganizing the garage. It is coming along very good.
- CIP (Clean in Place) and EFM (Enhanced Flux Maintenance) on skids.
- Our crew preformed shut off's
- 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.
- After the last adjustments that Vik made to our Silo valve it has been working perfectly.
- We continue to work on our 2021 CCR's
- We did have a power line come down at the plant that affected the entire system (water and Sewer). Our plant and wellfield kept power until Ohio Edison cut the power for the repair. Our CIC had power coming in and out as did our standpipe. Our 3 lift stations on the northern part of town lost power during the repair but the wet wells were at enough capacity until the power came back. I did speak with Troy Rhoads from Ohio Edison the following day concerning some issues we had with the outage, and we have enacted a new protocol on their side to notify us of scheduled outages.
- We continue to work with I am GIS and OTCO on our updated Asset Management plan.

- We continue to stay updated on our new Vac-con and are still looking at a delivery date for the truck of Mid-May.
- We are planning on starting our Annual Hydrant flushing Program on the first week of May. We will be notifying our customers of this via the paper, website, and on the bills.
- I have spoken with Alec concerning ACI's quote for the standpipe cellular changeover. Vik will be in in the next couple of days to go over the project step by step to ensure there will not be any cost overruns.
- AT&T continues to work on the engineering for the new fiber optic line from the CIC to the plant.
- We continue to work with RCAP on the North End Pressure Project. We are sending them information as they ask for it.
- The OEPA has requested yet another response and update on our plan to rehab the New Sand Filter and some updates on our Backflow and Booster pump inspection progress. I am currently in the process of drafting those responses.
- Jason and I performed inspections on all known Booster pumps (and found one that was not known about) on the north end of town. We will be following up the inspections with a letter to bring everyone into compliance.
- Our crew did go around and check all our customer owned grease traps in our collections system. We found that everyone has been staying in compliance.

Time Off

- Chris will be off April 13th, 15th, 19th, and 22nd. I will still be in to meet our OEPA obligations.

Clerks Report:

1. Reminder that the office will be closed for training on Thursday April 21st.
2. Heidi will be out of the office April 25th thru May 2nd. I will be out of state but available by phone if Mary Ann would need anything. Mary Ann will be covering the board meeting April 26th.
3. Heidi will then be out of the office again at noon on May 5th returning May 9th.
4. Tracey and I have reviewed and submitted on boarding information to Invoice Cloud, we are hoping to have everything in place to go live the end of May first of June.
5. We are currently going through all files and preparing for the Shredding company to come in on May 17th per the retention schedule.

Unfinished Business:

- A. Meters – 3 left to install
- B. NPDES permit renewal & CSO report – See operators report.
- C. VFD Project – Nothing to report.
- D. Fire Hydrants on ST RT 154 as weather allows.

New Business:

- A. Mr. Snyder made a motion to approve Leek Seekers to come in for their annual listening at a cost not to exceed \$5,000.00 Second by Mrs. Petrachkoff.
Motion Passed

- B. Quote from Salem Structures, Motion by Chairman Hoover to purchase the New England Hartford Building to be installed at the Standpipe on State Route 45 at a base cost of \$3098.00 and not to exceed \$3650.00. Second by Mr. Snyder.
Motion Passed

- C. Quote for Bluebook order, Motion to purchase supplies from Bluebook at a cost not to exceed \$1,100.00 was made by Mrs. Petrachkoff and a second by Chairman Hoover.
Motion Passed

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
