

Board of Public Affairs Meeting April 8th, 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, Mayor Peter Wilson, and Susan Temple Councilperson.

The meeting was called to order by Chairperson Hoover.

Prayer: Cora Lewis

No additions, deletions, or corrections to the minutes of March 25th, 2025, meeting, Minutes accepted as written.

Recognize Guests from the floor.

The Mayor asked if Mr. Peterson had spoken to the gentleman from Hilltop Corp. about the seismic testing new well fields. Mr. Peterson said he had. The next question was about a timeline for the N. Market St. Sewer timeline, Mr. Peterson referred the Mayor to Jon with Howells and Baird as it was still in the design stages.

Operator's Report

Regulatory Compliance

1. We are submitting our March 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. Chris continues going through the process of renewing our NPDES permit for our lagoons at the plant.
6. Chris is continuing to work on our 2024 CCR's.

Projects

1. North End Pressure Project – We have set up a project meeting for this Friday with Xpress Underground and Howells & Baird to finish the line installation. Chris has been working with ACI on the SCADA work for this project.
2. St Rt 45 and Adams Rd Line extension – No new updates
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 have been monitoring our holes and adding 304, as necessary.
2. We jetted a sewer line on W Washington St, Sucked the sewer out on Smoke Signal Way, and cleaned a ditch line out at 415 Jefferson,
3. We have begun our annual hydrant flushing.

4. Chris has been working with Jim on risers for sewer manholes for the East Washington St paving project. Chris and Jim went over everything and Chris got a quote on 6 manholes and water main risers to put into stock incase some may need replaced during the repaving.
5. Our crew replaced some curb stops.

Ongoing Responsibilities

1. Our crew performed 10 shut off's.
2. Chris continues to work with the contractors on two proposed county projects.
3. Our crew filled the hole in behind the street garage.

Time Off

1. Jim was off sick April 3rd and 4th.
2. Chris will be at an OTCO Board meeting on April 17th and 18th.
3. Laura has been called for Jury Duty starting April 14th, 2025.

Clerk's Report: None

Unfinished Business:

- A. Sand Filter Rehabilitation – On hold.
- B. Rose Dr. Repairs—Mr. Hoover made a motion to approve the Changed order #6 for \$30,000.00 to repair Rose Dr. Second by Mrs. Lewis.

Motion Passed

- C. Backflow and updating the plumbing in the Water Dept. garage – No update.
- D. Public Outreach – No report

New Business:

- A. Motion by Mrs. Lewis to increase the late fee due to rising costs from \$5.00 to \$15.00 effective July 16, 2025. Second by Ms. Bailey.

Motion Passed

- B. Motion by Ms. Bailey to increase the bulk water rate from \$7.50/748 gallons to \$9.00/748 gallons. Second by Mrs. Lewis.

Motion Passed

- C. Motion by Ms. Bailey to approve the quote from ACI of \$6,664.00 for an alarm system. Second by Mrs. Lewis.

Motion Passed

- D. Motion by Mr. Hoover to approve a blanket Purchase order to Ed Wilson Trucking not to exceed \$2,000.00 for sand. Second by Mrs. Lewis.

Motion Passed

E. Motion by Mr. Hoover to purchase risers and covers from Citco Water not to exceed \$5,500.00. 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
