

## **Board of Public Affairs Meeting July 25, 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, and Mayor Peter Wilson.

The meeting called to order by Chairman Hoover.

No additions, deletions, or corrections to the minutes of the July 11th, 2023, meeting, Minutes accepted as written.

### **GUESTS:**

### **OPERATORS REPORT:**

#### **Regulatory Compliance**

1. OEPA Sewer Reports were submitted for June.
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.
5. Our staff continues to work on our Cross Connection Survey's. Jason, Heidi, and Chris met the other day to begin the process of getting letters together to send to the customers whose surveys we have completed that will need to make some changes.

#### **Projects**

1. Bike trail on 154 – Chris continues to work with Rob from Marucci and Gaffney. No new updates (this project is finishing up)
2. North End Pressure Project – No new updates currently. John continues to work on the necessary easements for Alex to review. We are hoping to have the preconstruction meetings in the next couple of weeks.
3. St Rt 45 and Adams Rd Line extension – We would like to request to table this project until next year's funding round. We will continue to work with the OEPA, RCAP, and Howell and Baird to ensure everything will be in place to apply next year.
4. North Market St Sewer- We received notification that this project will be recommended by the State ARC to be funded for \$250,000.00. We would like to move forward with this project. Chris is sending out qualification for engineers for design to bid.
5. 9177 St Rt 45 water line repair easement- Howells and Baird is putting together the necessary easement for the Village and the homeowner to review.

#### **Infrastructure Maintenance**

1. ACI will be in soon to patch the wellfield cellular.
2. Chris is working with the property owner at 960 N Market St who has been having issues with their sewer backing up. No new updates currently.
3. Our staff has concluded the hydrant flushing for the year.
4. We will begin exercising our main line valves. (We are required to exercise 20% of our valves per year according to OEPA rules)

## **Curb Stops**

1. We have repaired the curb stop at 202 W Lincoln Way
2. We have repaired the curb stop and watch valve at 156 Sherman St

## **Ongoing Responsibilities**

1. Our staff delivered 76 red cards.
2. Laura's CDL class has been moved to start in August.
3. OEPA was out to collect our spring well samples.
4. North Market St. Sewer – During our checks everything has been flowing good the past couple of weeks.
5. Our crew continues to trim and mow our grounds.
6. Chris continues to work with Marble towing on the old Vac-con.
7. On Saturday, July 15<sup>th</sup> Leetonia Water Department called Chris requesting our Vac-con for a severe sewer backup in their town. Jim Strabala was unavailable, but Chris was able to contact the Street Department and Rodger Sweeney was able to go with Logan Hall to assist them. They spent about 2 hours and were able to help them. They then called again on Monday, July 17<sup>th</sup> for help again and Jason Hartman and Jamie Mae spent about 2 ½ hours assisting them. Leetonia would like me to convey their gratitude to the board for assisting them.

## **Time Off**

Jim will be off every Monday in July.

Logan will be off July 27<sup>th</sup> to July 29<sup>th</sup>, 2023.

Chris will be at an OTCO class from Aug 9<sup>th</sup> to Aug 11<sup>th</sup>, 2023.

Chris will be off Aug 16<sup>th</sup> and 17<sup>th</sup> 2023.

Between July 10<sup>th</sup> and July 18<sup>th</sup> Chris was on vacation. Chris came in for the Board and council meeting on July 11<sup>th</sup>. Chris was in on July 13<sup>th</sup> for the OEPA Spring ground water testing at the wellfield. He was also in for the Street Committee and Finance meeting. Chris also came in to cover our collections obligations. OEPA requires 5 visits per week to our collection system by a licensed operator (Currently Chris is the only licensed Wastewater Operator on staff. We do have an agreement with past Senior Operator Mike Ours to fill in if Chris is out of town or unable to fulfill the obligation due to sickness or injury).

**Clerk's Report** – Reported that monthly billing went in the mail today.

## **Unfinished Business:**

- A. Update of North End Pressure Project – No update.
- B. N. Market St Sewer line replacement – See operators report.
- C. Engineering for Spruce St – Sanitary Sewer Extension – on hold
- D. Engineering for Spruce St - Sanitary Sewer Extension –No updates.

E. Line extension at North end of town – Table till next year’s funding. (March 2024)

F. Vac-con Lane at plant – when funds allow.

**New Business**

A. Quote for replacement pump for Industrial lift station from Great Lakes Water and Waste LLC. Motion made by Mr. Hoover to purchase a submersible pump at the cost of \$\$9,950.00 plus shipping from Great Lakes Water & Waste Systems. LLC. Second by Mr. Snyder.

Motion Passed

B. Motion by Mr. Hoover to support the restructuring of job classifications and wage increases in the proposed village payroll ordinance before council. Second by Mr. Snyder.

Motion Passed

**Approval of Bills:**

Motion made by Mr. Snyder to pay the bills. Second by Mr. Hoover.

Motion Passed

Meeting adjourned by Chairman Hoover.

Attest

Approved

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