

## **Board of Public Affairs Meeting June 27, 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, Fiscal Officer Tracey Wonner, and Mayor Peter Wilson.

The meeting called to order by Chairman Hoover.

No additions, deletions, or corrections to the minutes of the June 13th, 2023, meeting, Minutes accepted as written.

### **GUESTS:**

### **OPERATORS REPORT:**

#### **Regulatory Compliance**

1. OEPA Sewer Reports were submitted for May.
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. We have completed over 160 surveys. We are holding off on surveys for the next 2 weeks to catch up on other items. Our goal is to have them all completed by December 31<sup>st</sup>, 2023.
6. Our CCR's are now available to view on our website.

#### **Projects**

1. Bike trail on 154 – Chris continues to work with Rob from Marucci and Gaffney. No new updates
2. North End Pressure Project – No new updates currently. Jon continues to work on the necessary easements for Alec to review.
3. St Rt 45 and Adams Rd Line extension – We continue to work with Rcap and OEPA on scoring this project better for next year.

#### **Infrastructure Maintenance**

1. Chris communicated to ACI our frustration on the fact that the Standpipe and the wellfield have still not been patched for our cellular. Vik assured him he would be out in the next 2 weeks to complete it.
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 continues to flush hydrants on the east side of town as the schedule allows.

#### **Curb Stops**

#### **Ongoing Responsibilities**

1. Our staff delivered 67 red cards.

2. We did have a disagreement with Univar regarding the Chemicals at the pool. It has since been resolved.
3. Laura will be finishing her backflow class on July 6<sup>th</sup> and 7<sup>th</sup>.
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. We have sent back the required paperwork to the insurance company for the old Vac-con. We are just waiting for the check.
7. The new hose has been installed on our Vac-con.
8. We were called out for a sewer backup at 226 Prichard. We jetted our mains and found no blockages on our side. We did find a leak code in the meter system and helped them to find it and advised them to contact someone to clean out their lateral.
9. We were called out to 7381 St Rt 45 for a customer that had a leak in their residence. We were able to locate their curb stop but before we turned it off, they were able to shut the water off inside.
10. We did have a contractor hit a line at 8 Prospect St. After reviewing the line, it was mismarked by us.
11. We were called out for a main line leak at 9177 St Rt 45.

#### **Time Off**

Jim will be off the week of July 3<sup>rd</sup>.

Jason will be off June 26<sup>th</sup>, 29<sup>th</sup>, and 30<sup>th</sup>.

Chris will be off June 28<sup>th</sup>.

Chris will be on vacation July 10<sup>th</sup> to July 18<sup>th</sup> (he will still be in to meet our OEPA obligations with Jason's help and will be at the Board meeting on July 11<sup>th</sup>)

**Clerk's Report** – Billing was mailed this morning, distribution of CCR's has been completed.

#### **Unfinished Business:**

- A. Update of North End Pressure Project – No current updates.
- B. N. Market St Sewer line replacement – See operators report.
- C. Annexation to receive village water – No report.
- D. Engineering for Spruce St - Sanitary Sewer Extension –On hold.
- E. Line extension on North end of town – On hold.
- F. Mr. Burk's driveway at 253 W Spruce St
- G. Vac-con Lane – No report.

**New Business**

- A. Water main repair 9177 St Rt 45.  
The water main goes through the house, would like to make more permanent repair. Requires an easement on the property. Cost includes \$1600.00 for surveying, approx.\$4,000.00 for G. Dailey excavation, approx. \$1,500.00 for parts. Mr. Snyder made a motion to approve up to \$9,000.00 to make the permanent repairs. Second by Ms. Bailey.

Motion Passed

- B. Motion made by Mr. Hoover for pay Columbiana County Health Department for admin service for the back flow inspection 2 equal payments of \$1600.00 for a total of \$3,200.00. Second by Mr. Snyder.

Motion Passed

- C. Mr. Snyder made a motion to enter into an agreement with iam GIS for service to begin 8/1/2023 and end 7/31/2026 for an annual fee of \$3,500.00 totaling \$10,500.00. Second by Ms. Bailey.

Motion Passed

- D. Motion by Mr. Hoover to restock supplies through Ferguson at a cost not to exceed \$3071.48. Second by Mr. Snyder.

Motion Passed

- E. Industrial lift station pump is down. Replacing it this week, will send it out to see if it can be rebuilt.

**Approval of Bills:**

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

Motion Passed

Meeting adjourned by Chairman Hoover.

Attest

Approved

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