

Board of Public Affairs Meeting January 28th, 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, and Mayor Peter Wilson.

The meeting was called to order by Chairperson Hoover.

Prayer led by Paster Ohler, Assembly of God

Reorganization of the Board: Ms. Bailey made a motion for Mr. Hoover to remain as chairperson. Second by Mrs. Lewis. Mr. Hoover Abstained.

Motion Passed

No additions, deletions, or corrections to the minutes of January 14th, 2025, meeting, Minutes accepted as written.

Recognize Guests from the floor. None

Operator's Report

Regulatory Compliance

1. We have submitted our December Sewer 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. Chris is currently speaking with RCAP on this. Chris had a phone meeting with RCAP last week and has sent them some information to update and clean up our GIS assets.
4. Chris had a phone meeting with Anna Lazzar from the OEPA Source Water Protection Division regarding updating our Source Water Protection Plan. Chris and the OEPA were out driving to the Source Water Protection area looking for anything new that has located in the area. We are also working on setting up a meeting with the Source Water Protection Team to begin revising our plan.
5. Heidi and Chris have started working on a schedule to start doing updated Cross Connection Survey's.

Projects

1. North End Pressure Project – Xpress has run the conduit for the power to the new booster station. Chris also had a meeting with our solicitor, and Howells and Baird, last week.
2. St Rt 45 and Adams Rd Line extension – No new updates other than Chris has talked to pam to have this project renominated in March for funding.
3. North Market St Sewer- Design engineering continues.
4. Grant St Bridge – No new updates.
5. Prichard St Bridge- No new update.
- 6.

Infrastructure Maintenance

1. Our staff repaired a service line leak at 24 N Park on Saturday, January 18th.
2. We have been responding to multiple frozen line calls during regular hours and after hours due to the cold weather.
3. We have had some problems with the generator at the plant over the last couple of weeks. Generator Specialist has walked us through troubleshooting the issues over the phone and so far, we believe we have the issue fixed.
4. We repaired a service line leak at 342 E Chestnut St.
5. We repaired a main line leak at 9118 St Rt 45.

Curb Stops

Ongoing Responsibilities

1. We delivered 60 red cards.
2. Chris continues to work with the Mental Health Complex on 154 on their project to tie into our water system. They have postponed doing the tap until the weather gets warmer.

Time Off

Chris will be at an OTCO Board meeting on January 31st.

Jim will be off January 28th.

Clerk's Report:

Increase of online payments by 18% compared to 2023.

26% of customers transitioned to paperless. (30% more than 2023).

8% of customers have registered for auto pay, 41% increase over 2023.

Updated contingency plans in all locations to the new EPA template.

Unfinished Business:

- A. Engineering for Spruce St – Sanitary Sewer Extension – On hold.
- B. Sand Filter Rehabilitation – On hold.
- C. Reservoir Roof Maintenance – On hold.
- D. Rose Dr. Repairs—on hold till spring.
- E. Backflow and updating the plumbing in the Water Dept. garage – Still no quote will call someone else.
- F. Additional easement for the fairgrounds –Meeting Feb 19th.
- G. Public Outreach – Ms. Bailey went to Center twp. meeting January 14th to give them an update on North end improvements. On Jan. 27th she went to a meeting at the Port Authority. Erin (Omega) will assess our ARC application. Still seeking letters of support for the extension out Adams Rd. Looking to possibly send letters to the residents of the affected area.

New Business:

- A. Motion by Mr. Hoover to approve a \$150.00 stipend for boots for the employees at the water plant. Second by Ms. Bailey.

Motion Passed

- B. Mr. Peterson told the board that the PAFS testing has been cancelled.

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
