

## **Board of Public Affairs Meeting October 10, 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, Chairperson  
Jeffrey Snyder  
Barbara Bailey

Also attending: Sr. Plant Operator Chris Peterson, Clerk Heidi Grimm, Fiscal Officer Tracey Wonner, and Mayor Peter Wilson.

The meeting was called to order by Chairperson Hoover.

No additions, deletions, or corrections to the minutes of the September 26th, 2023, meeting, Minutes accepted as written.

**GUESTS:** Bill Murray of Pendleton St. addressed the board about a leak that was located at his curb stop. When the Water department staff investigated the leak, they felt that it was on the homeowner side. Mr. Murray then had JP Plumbing and an excavator come out to do repairs. When it was fully uncovered it was determined that it was on the villages side. Mr. Murray asked the board if they would be willing to pay for the plumber and excavating at a cost of \$545.00 for JP Plumbing.

A motion was made by Mr. Hoover and seconded by Ms. Bailey to pay the bill for Mr. Murray for JP Plumbing in the amount of \$545.00.

Motion Passed.

Mr. Ernst of N. Market St. addressed the board first about how he was unimpressed with his welcome to Lisbon and then continued about a concern that he was billed from August 10th through the 14<sup>th</sup>. When he didn't take possession of the house until August 14<sup>th</sup>. It was explained that normal procedure is that if we have a signed service contract on file when we do the final reading (at the previous owners request) water service will remain on. Unfortunately, there was some usage in those days from the final and the new owner taking possession. Mr. Ernst agreed that the amount was very minimal, it was more the point that he didn't take possession of the house until August 14<sup>th</sup>.

The board promised to review the procedure to keep this from being an issue in the future.

### **OPERATORS REPORT:**

#### **Regulatory Compliance**

1. We have submitted our Aug OEPA Water Reports.
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.
6. Ohio EPA will be in on November 2<sup>nd</sup>, 2023, for our annual inspection.

## Projects

1. North End Pressure Project – Xpress continues work on Lisbon-Canfield Rd. They are installing hydrants and should be pressure testing the new line next week. They did have an issue while boring under the road. They caused the road to get pushed up. Jon and Chris have discussed this with Xpress and the county and told Xpress they are responsible for repairing it. Chris also made some headway after spending a lot of time on the phone with Ohio Edison on power for the new booster station. There was a discussion about the EPA requirement of having drinking water available to residents that may be affected.

A motion was made by Mr. Hoover to purchase 3 pallets of bottled water at a cost of \$418.32 per pallet from Home Depot. Second by Mr. Snyder

Motion Passed.

2. St Rt 45 and Adams Rd Line extension – In a holding pattern
3. North Market St Sewer- Pam has submitted the OEPA funding application.
4. 9177 St Rt 45 water line repair easement- No new updates

## Infrastructure Maintenance

1. We will begin exercising our main line valves. (We are required to exercise 20% of our valves per year according to OEPA rules)
2. We are currently working on the Sparkle Sewer Lift Station. Parts have come in and we are currently repairing it.

## Curb Stops

### Ongoing Responsibilities

1. Our crew performed 11 shut offs.
2. Our crew did investigate two small leaks one at Greentree Place and one at Harrison St. We have them scheduled for repairs this week.
3. Our crew continues to trim and mow our grounds.
4. We excavated in front of Huntington Bank in the square and the good news is after working with Jacob no leak was found.
5. We have begun winterizing the pool.

### Time Off

Chris will be off the morning of October 15<sup>th</sup> and off the whole day of October 22<sup>nd</sup>.

Jason has been off since September 28<sup>th</sup> due to family sickness. He is hoping to return on October 9<sup>th</sup>. He has returned.

**Clerk's Report** – Working on identifying properties that don't have active service and may still have an old meter. Preparing customer cards for the possible shutdown of water for the north end pressure project.

### Unfinished Business:

- A. Update of North End Pressure Project. – See operators report.
- B. N. Market St Sewer line replacement – design loan from OWDA has been approved, \$95,000.00 at 3% 4 year loan.

- C. Engineering for Spruce St – Sanitary Sewer Extension – No new updates.
- D. Vac-con Lane at plant – (As funds allow)
- E. 960 N Market St.—Still waiting for engineer to complete easement.

**New Business**

- A. CDL at time of hire – there was a discussion about the pros and cons of adding a Class B CDL with tanker endorsement be a requirement of any future new hires.
- B. Meter quote from Core and Main – A motion was made by Mr. Snyder and a second by Ms. Bailey to order 20 meters from Core and Main at a cost of \$15,083.49.  
Motion Passed.
- C. Hach Service Quote: A motion was made by Mr. Hoover and a second by Ms. Bailey to renew our service contract with Hach at a cost of \$4,495.00.  
Motion Passed.
- D. There was a discussion about gathering pricing information for a turbidity meter for purchase later to be the backup.

**Approval of Bills:**

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

Motion Passed.

Meeting adjourned by Chairperson Hoover.

Attest

Approved

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