

Board of Public Affairs Meeting March 28, 2023

A regular meeting of the Board of Public Affairs 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 March 14th, 2023, meeting, Minutes accepted as written.

GUESTS:

OPERATORS REPORT:

- We submitted our OEPA Sewer MOR'S for February.
- Marucci & Gaffney (the contractor that is installing the new bike trail) hit one of our customers service lines and pulled it out of our 12 in main last Wednesday March 22nd. Unfortunately, this caused us to perform a controlled depressurization of the main from 40140 St Rt 154 to the end of the main at Day's Inn. Chris notified the OEPA since it involved a hotel and followed their tier 2 depressurization protocol. We were able to collect samples and once they came back absent, Chris lifted the Boil Order on Friday afternoon.
- We are continuing to work on our NPDES permit renewal, Jon and I continue to work with the EPA on this.
- We will be taking our 2nd set of VOC's at the wellfield this week.
- CIP (Clean in Place) and EFM (Enhanced Flux Maintenance) on skids.
- Our crew have waxed all our vehicles except for the Vac-con. We will be waxing that in the next week.
- Our crew jetted the catch basin line by the fairgrounds for the Street Department
- Our crew has finished tearing apart all meters. We have one more load to take to the scrap yard and we will be finished with that project.
- Chris continues to work with Howells and Baird on the North End Pressure Project. Jon has finished with the bid packets. Chris and the OEPA are reviewing, and the project will be going out for bid on March 31st. The bidding will be open for 25 days.
- We continue to work with I AM GIS and OTCO on our updated Asset Management plan.
- Well 7 has been repaired and is back online.
- The nomination for the line extension was submitted on March 2nd. Chris continues to work with the Health Department for letters of support to apply for grant funding.

- Our crew continues to work on organizing the garage.
- We continue to work with ACI on our Cell readings from the tank. The new antennas have been placed online and Vik is working on patching the system so if they lose signal, they try to reacquire the signal on their own. He expects to have this completed this week.
- During the recent windstorm we did have a few issues with power at the Wellfield and Reservoir. Both issues have been resolved except for the power lines are still low hanging at the reservoir but the power is restored.
- The contactor for Minor Insurance is repairing their service line leak on Tuesday, March 28th.
- Our staff did their practical and were recertified for our Laboratory Certifications last Wednesday. They also did an extensive review of our Laboratory records and found everything in order. They did have some recommendations going forward. They are in your packets.
- We continue to check the N Market St Sewer.

Time Off

- Jason will be off March 28th
- Jason will be off April 3rd to April 10th
- Jason will be off April 28th
- Jim was off March 20th
- Chris will be off March 29th and ½ a day on the 30th, April 12th to the 14th

Clerk's Report –Mary Ann is back. Billing was mailed today. Shut offs are tomorrow.

Unfinished Business:

- A. North End Pressure Project – Note: We will not be rolling the EPA permit into the loan.
- B. N. Market St Sewer Line replacement – Mr. Snyder made a motion to proceed with N. Market St. Sewer ARC application and OWDA design loan. Second by Mr. Hoover.
Motion Passed
- C. Annexation to receive village water – No update.
- D. Engineering for Spruce St – Sanitary Sewer Extension – No update.
- E. Line extension north end of town. – See Operators report.
- F. CDL –Still waiting on possible state grant for funding if no answer by April 15th, will continue with the location in West Virginia.
- G. Mr. Burke of 253 W. Spruce St. is requesting a letter stating that the BAP be responsible for the service line from the house (old Curb Stop) to the new curb stop since we moved it. – Atty is drafting a letter.

New Business:

- A. Leak detection Survey quote: Mr. Snyder made a motion to approve up to \$5,000.00 for annual leak detection service from Leak Seekers. Second made by Ms. Bailey.
Motion Passed
- B. Letter from Atty Barborak regarding easement for Scott Dunn. – Motion was made by Ms. Bailey to approve an easement of 50ft. X 175ft. long to bury conduit by Scott Dunn. Mr. Dunn is to incur all costs related to file the easement and install conduit. Second by Mr. Snyder.
Motion Passed
- C. Rainey day fund -- A discussion was held about how money is being set aside for emergencies.

D. Backhoe – Issue with the backhoe radiator is leaking on the top half. Chris is to get quotes from Blacks to repair. The lighting on the backhoe is in horrible condition, Chris is looking at possible aftermarket solutions.

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
