

Board of Public Affairs Meeting March 25th, 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, Mayor Peter Wilson, and Susan Temple Councilperson.

The meeting was called to order by Chairperson Hoover.

Prayer: Father Wassie, St. George Church.

No additions, deletions, or corrections to the minutes of March 11th, 2025, meeting, Minutes accepted as written.

Recognize Guests from the floor.

None

Operator's Report

Regulatory Compliance

1. We have submitted our February 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. David from RCAP was on site yesterday working with Chris and Jason on this.
4. Chris continues to work on the template letters for Backflow and Cross Connection surveys.
5. Chris continues going through the process of renewing our NPDES permit for our lagoons at the plant. Chris will be finishing this up this week.
6. Chris is continuing to work on our 2024 CCR's.

Projects

1. North End Pressure Project – Chris has been working with Columbia Gas on service for our new booster station.
2. St Rt 45 and Adams Rd Line extension – Our application has been submitted.
3. North Market St Sewer- Design engineering continues.
4. Grant St Bridge – No new updates
5. Prichard St Bridge- No new updates

Infrastructure Maintenance

1. Our staff has replaced 8 curb stops in the last couple of weeks.
2. We have been monitoring our holes and adding 304, as necessary.
3. We jetted a sewer line at West Washington St last week.
4. We will begin our annual hydrant flushing March 31st and hopefully completing by April 30th.
5. Chris has been working with Jim on risers for sewer manholes for the East Washington St paving project.

Ongoing Responsibilities

1. We delivered 46 Red cards.
2. I am happy to report that the mental health complex on 154 is now officially tied into our water. Our staff conducted a Cross Connection and Backflow survey yesterday.
3. Chris continues to work with the contractors on two proposed county projects.

Time Off

1. Jim was off sick Friday, March 21st.
2. Chris was off part of Monday and Tuesday, March 24th and 25th.
3. Jason will be on vacation from March 31st until April 4th.

Clerk's Report: Billing was put in the mail today. Considering the conversation with Melissa Hiner at the last meeting we need to revisit our rules and reg. as we do not have an approved updated version. It was decided to have a work session on April 3rd at noon at village hall.

Unfinished Business:

- A. Sand Filter Rehabilitation – On hold.
- B. Rose Dr. Repairs—on hold till spring Asphalt plants should be opening April 1st.
- C. Backflow and updating the plumbing in the Water Dept. garage – No update.
- D. Public Outreach – Ms. Bailey reported that she attended the Center Twp meeting on March 11th to update them, we have not forgot about Rose Dr., Reported on the many letters of support that we received on the extension project and also answered some questions about tap-ins.

New Business:

- A. Discussion about painting fire hydrants this year and finding some help to get it accomplished.
- B.

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
