

**Board of Public Affairs
Meeting October 11, 2022**

A regular meeting of the Board of Public Affairs held at 5:00 p.m. at Village Hall. Those members present were:

Chairman William Hoover
Jeff Snyder
Barbara Bailey

Also attending: Plant operator Jason Hartman, Clerk Heidi Grimm, Fiscal Officer Tracey Wonner, and Mayor Peter Wilson, Councilwoman Linda Donnalley

The meeting called to order by Chairman Hoover.

No additions, deletions, or corrections to the minutes of the Sept. 27th, 2022, meeting, accepted as written.

GUESTS: Carly Brock of Richardson Monuments.

Operators Report:

- We have submitted our current Monthly Water Reports.
- We repaired a service line leak on Maple St
- We are continuing to work on our NPDES permit renewal, Jon and I continue to work with the EPA on this.
- Howells and Baird continue to work on our survey work for Design Engineering of the North-end Pressure Project. They have been continuously working with our staff on flow, pressure, and survey work. After much discussion it has been decided that we will need to run a dedicated line from the New Booster Station to the New Water Tower as part of the project. Jon and Chris have been working on finding the best route for that line. Also, the Mayor and Chris meet with the county of funding options for OPWC. It was decided that the villages best bet was to submit a OPWC application for the Grant St bridge and look for other funding sources for the North end Pressure project. Chris is currently working with all parties to secure the remainder of the funding.
- CIP (Clean in Place) and EFM (Enhanced Flux Maintenance) on skids.
- We have submitted the required Lead and Copper paperwork to the OEPA.
- Chris and Jason attended the Chamber of Commerce meeting on Sept 28th. We discussed our plan for next year's Johnny Appleseed Festive to provide the vendors water and it was well received.
- Soltis has repaired the Sparkle lift station. They found that the starter in the panel was bad and replaced it.
- Soltis – Julian Electric has installed all the necessary wiring and the fuel tank has been filled. We are waiting for Southwest Fuel to install the new pump and filters and we will be putting the fuel tank in service.
- We continue to work with I am GIS and OTCO on our updated Asset Management plan.
- We were called up in the area of Drug Mart for a sewer issue. Our crew found a snake that was lost in the line a couple of years ago by a contractor was causing a slight backup. We removed the snake from the line, and it is flowing good now.
- We have been working on our annual hydrant flushing on the east side as the work schedule allows.
- We have finished winterizing the pool and surrounding buildings.
- We assisted the Road Department with blacktop.
- Our crew preformed shut off for non-payment.
- Our crew did install the 1 in tap for Richardson Monument last week. We confirmed that the cemetery tap is a ¾ in tap and we installed a 1 in tap per their request. We still have the curb stop off pending your approval of the Tap In application. Also, I am still waiting for them to let me know what they plan to do for sewer since it was not addressed on the tap in application.

- We continue to work on updating our lead mapping. All systems are required to update the lead mapping by December 31st, 2022. The last time our mapping was updated was 2017.
- We have sent out the first group of survey letters and Heidi as already begun making appointments for the surveys.
- We did have another reported backup on N Market St. Our crew was able to respond quickly and found the blockage was on the residents side and had cleared.

Time Off

- Laura will be off until October 31st.
- Chris will be on Vacation the week of October 10th. He will be out of town Oct 11th – Oct 14th but available by phone if needed.
- Logan was off Oct 8th

Clerks Report:

Working on sending Cross connection survey letters & scheduling appointments. Started with commercial accounts doing them in groups of 30 for the mailing. Heidi will be out of the office 11/4-11/10/2022.

Unfinished Business:

- A. NPDES permit renewal & CSO report – See operators report.
- B. VFD Project – See operators report.
- C. Fire Hydrants on ST RT – No update.
- D. North end pressure project – See operators report.
- E. N. Market St. sewer lie replacement – No update.
- F. Tap in at Richardson Monuments
Mr. Hoover made a motion to approve the tap in application for 534 N Jefferson St (garage for Richardson Monuments) at a cost of \$375.00 (the difference between a ¾" and 1") with the stipulation that a back flow must be installed. Second by Ms. Bailey
Motion Passed

New Business:

- A. Move meeting 10/25 to 10/27/2022 to match council.
Motion by Mr. Snyder to move Meeting scheduled for 10/25 at 5pm to 10/27 at 5pm. Second by Mr. Hoover.
Motion Passed
- B. Water for Johnny Appleseed Festival 2023
Discussion about setting up the hydrants so that the vendors come to us for hook up, it will require an additional tap at S. Jefferson St. and E Washington St. Costs should be minimal to set up and will save on overtime.
- C. Transfer of contract with Trumbull Industries to Core & Main LP decision to table until clarified to include annual service contract.

Approval of Bills:

Motion by Mr. Snyder to pay the bills, a second by Mr. Hoover.

Motion Passed

Meeting adjourned by Mr. Hoover, Chairman.

Attest

Approved
