

Board of Public Affairs Meeting December 13, 2022

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
Jeff Snyder
Barbara Bailey

Also attending: Senior 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 November 22, 2022, meeting, Minutes accepted as written.

GUESTS: n/a

OPERATORS REPORT:

- We submitted our OEPA Water and Sewer MOR's for November.
- We repaired a service line a 112 McKinley Ave.
- We are continuing to work on our NPDES permit renewal, Jon and I continue to work with the EPA on this.
- We are waiting to hear back the comments for the plans that Howells and Baird submitted for the North End Pressure Project. We should hear back from the OEPA in the next 2 months.
- CIP (Clean in Place) and EFM (Enhanced Flux Maintenance) on skids.
- We are attempting to catch up on our letters for our cross-connection survey's we have been conducting. We are hoping to get caught up by the end of the year.
- Our crews did nonpayment shut offs on December 1st.
- We did have a customer that has a vehicle parked over his shut off for his residence. Chris had several conversations with Alec concerning this customer and Alec drafted a letter and our office sent it out a certified mail. The letter was never picked up by the customer and they were on our shut off list. We did hand deliver the letter with the red card. We still did not hear back from the customer, so Chris reached out to Alec again and Alec reached out to the Sherriff's Department since it was outside of the Village and Chris and Jason met Deputy Pike at the residence and attempted to make contact. No one was home at this time and the Deputy told us he would follow up and attempt to make contact. The resident came in Thursday to pay his bill and Heidi and Chris advised him that if the vehicle was not moved by Monday December 12, 2022, we would contact the Sherriff Department to have it towed. As of Monday, the customer did comply, the vehicle was moved.
- I am happy to report Laura returned to work on December 5th, 2022.
- We continue to work with I am GIS and OTCO on our updated Asset Management plan.
- Best Equipment was in on December 6th to go over cold weather operations for the Vac-con. We also reviewed standard operations and they answered some questions that we had. The training went very well.

- We will be repairing a service line on West High St. on December 19th and 20th. This repair will cause us to shut down the main on West High St from Beaver St. to Thomas Rd. In addition, it will also cause the High School to lose water during the repair. We have been working with them and there will be no classes going on during this time. We will be issuing a Boil Order after the shutdown and will be collecting samples after the line is repressurized.
- We are still waiting for ACI to come in and do the work for the cellular and move the equipment into the building at the standpipe. Chris continues to follow up with them.
- We ordered a truck load of sand and 304 to restock our supply.
- We are finishing our lead mapping update as required by the OEPA. We will be submitting it to the OEPA by the end of the year.
- We repaired the combined sewer/storm water line that was hit by Columbia gas on East High St last week. While we were conducting the repair, we also set 2 new catch basins to help with standing water issues and will also give us access to the line incase it would need jetted in the future. The total cost of the project from Gary Daily Excavation was \$3800.00. The material cost was \$1623.00. Chris continues to work with Columbia Gas to recover as much of this as he can. They have already committed to \$2,000.00. Now that we have the final cost Chris will be reaching out to them to see if they can do any better.
- We continue to check the sewer manholes on N. Market St. several times a week. Everything has been flowing good.

Ordered oil May 4th from company that the compressors were purchased from – still no oil. 1st compressor in down (needs oil), @nd compressor went down. (Needs oil) Bought 2 gallons of oil from Air Technologies. Both compressors back up and running (oil needs changed every two years)

Chris found an air leak in the plant – piping is starting to deteriorate due to the chlorine. Chris and Jason repaired the leak.

Work cell phones are still not active due to the change from 3G – 5G

Old vac-con waiting on letter from insurance company to allow us to dispose of it, they have also said they will. Be cutting a check for \$20,000.00.

Time Off

- Chris's OTCO board meeting was moved from December 9th to December 16th.
- Jim was off sick December 7th and 8th.
- Chris will be off December 20th, 22nd, January 9th
- Jim will be off December 19th – January 2nd
- Jason will be off December 30th

Clerk's Report – Postage machine had been replaced per Pitney Bowes direction, getting ready to send out delinquent notices Friday and red cards to rentals

Unfinished Business:

- A. Fire Hydrants State Route 154 – on going
- B. North End Pressure Project – on going
- C. N. Market St Sewer Line replacement – on going

- D. Moratorium that you must be annexed into the Village to receive Village water –The was a discussion about how it works as Ms. Bailey had several questions. We are also waiting on information from Atty. Matt Doley
- E. Engineering for Spruce St – Sanitary Sewer Extension – No Update
- F. High St/Eagle alley repairs, see operators report

New Business:

- A. Supplies need for sewer repair High St./ Eagle Alley – Motion by Mr. Hoover to spend \$1623.00 for parts needed to repair the High St./Eagle Alley Sewer, second by Ms. Bailey
Motion Passed

Approval of Bills:

Motion made by Mr. Snyder to pay the bills with a second by Ms. Bailey
Motion Passed

Meeting adjourned by Chairman Hoover.

Attest

Approved
