

**Board of Public Affairs Meeting  
May 12th, 2026**

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, Sr. Plant operator, Heidi Grimm, Tracey Woner, Fiscal Officer.

The meeting was called to order by Chairperson Hoover.

Prayer: Donna Shuman, Assembly of God

No corrections or additions to the minutes of the April 28th meeting. They were accepted as written.

**Recognize Guests from the floor.**

None in attendance

**Regulatory Compliance**

1. We submitted our April Water 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.
4. Chris continues to work on the template letters for Backflow and Cross Connection surveys.
5. NPDES lagoon permit renewal – Mr. Hoover has signed the permit, and it has been resubmitted to the OEPA. No new update.
6. Source Water Protection- No new updates.
7. We are just waiting for the contractor's availability to block off the CSO on South Market. This should be completed in the next few weeks.
8. Chris continues to work on our CCR's for 2025.
9. Our lab renewal is scheduled for May 12<sup>th</sup>.

**Projects**

1. North End Pressure Project – Chris continues to work with ACI, Howells and Baird, and JP Plumbing on the installation of the new Discharge valve at the plant. We are looking to install it later this month. ACI has moved all the SCADA into the new tower. Maguire is finishing up all the landscaping in the tower area.
2. St Rt 45 and Adams Rd Line extension – Construction is expected to start Mid-May.
3. North Market St Sewer- We are still on target to go out to bid on this later this month pending the review from the OEPA is completed on time. We replaced the first 40 ft. in the week of April 27<sup>th</sup>. After completed this we called in Salem Sewer and Drain on Monday, May 4<sup>th</sup> to see the condition of the remaining 60 ft. from the manhole in the center of the road to the manhole on the northeast corner of the intersection. Upon that

we found the remaining line in poor condition with multiple holes in the top of the line. We proceeded to replace the remaining 60ft and completed this work on Friday, May 8<sup>th</sup>. We extended the road closure to Wednesday, May 13<sup>th</sup> to give it time to settle and to move all the equipment back out. Chris continues to work with Daily Excavating, Howells and Baird, RCAP, and village staff on reopening and working on a reimbursement for the expenses of the emergency repairs.

4. Industrial Lift Station Replacement- We did have an issue on Friday, May 8<sup>th</sup> with the pump kicking out. We called Soltis Julian Electric out to evaluate the issue. He found that the motor starter and the breaker need replaced to protect the new pump we installed last year. The cost of this will be \$1,800.00.
5. Pritchard St Bridge- No new updates.

### **Infrastructure Maintenance**

1. We have been monitoring our holes and adding 304, as necessary. We continue to work with the street department on patching our holes from over winter.
2. We have been flushing our hydrants as the schedule allows. We extended our date for completion to May 15<sup>th</sup>. We will need to extend this.
3. We expect to have the Chlorine room updated by next month.
4. We have been monitoring our PRV valves and have not had any further issues with them yet.
5. We did have an issue with our sewer lift station at the plant. We pulled out the pumps and Chris is working on getting pricing on repairing it. We are still waiting for the quotes on it.
6. We have multiple water leaks throughout the village and will be catching up with the repairs this week.
7. Chris has spent a considerable amount of time working with Tucker Cope and Pusateri Excavating on the additional work at the new county archives building.

### **Curb Stops**

### **Ongoing Responsibilities**

1. Our crew performed 12 shut offs.
2. We continue to monitor the sand filter backwashes.
3. We continue to mow our holdings. Many thanks to the Street Department for their help with mowing our plant last week.

### **Time Off**

1. Chris will be on vacation from May 13<sup>th</sup> to May 17<sup>th</sup>. He will still be in to meet our OEPA obligations.
2. Jim will be on vacation from May 11<sup>th</sup> to May 22<sup>nd</sup>.
3. Jason will be on vacation from May 26<sup>th</sup> to June 2<sup>nd</sup>.

**Clerk's Report:** Heidi will be off May 19<sup>th</sup>; Mary Ann will be covering the office.

### **Unfinished Business:**

- A. Sand Filter Rehabilitation – No update.

- B. Backflow and updating the plumbing in the Water Dept. garage. No Update.
- C. Public Outreach –Ms. Bailey went to the last Center Twp meeting. She updated them on the progress of the sewer repair at Saltwell and St Rt 45. She also updated on the Waterline extension project.

**New Business:**

- A. Twin Oaks/Beaver Creek mobile home parks sent a letter requesting a one-time credit. Motion by Ms. Bailey to issue a credit to Twin Oaks and Beaver Creek trailer parks of a total \$500.00 to be divided between the parks accounts. The new owners have been making improvements to their water system on their side and are trying to minimize loss of water. It is greatly appreciated. Second By Mrs. Lewis.

**Motion Passed**

- B. Market St and Saltwell Rd sewer repairs. See operators report. Motion by Mr. Hoover to approve \$28,000.00 for Dailey Excavating for work performed on sewer repair. Second Mrs. Lewis.

**Motion Passed**

- C. Industrial lift station repairs \$1,800.00 by Soltis Julian Electric. Motion by Mr. Hoover to pay Soltis Julian Electric \$1,800.00 to replace starter and breaker at the Industrial lift station. Second Mrs. Lewis.

**Motion Passed**

- D. Internet Issues: Mark Hall with AT&T came and addressed the issues, Chris's office is good but not in the rest of the plant. May need to purchase a router to fix the problems we are still investigating.

**Approval of Bills:**

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

**Motion Passed**

Meeting adjourned by Chairperson Hoover.

Attest

Approved

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