

## **Board of Public Affairs Meeting April 26, 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  
Carol Petrachkoff

Jeff Snyder excused due to illness.

Also attending: Senior Operator Chris Peterson, Asst. Clerk Mary Ann Gray, and Mayor Peter Wilson.

The meeting called to order by Chairman Hoover.

No additions, deletions, or corrections to the minutes of the April 12, 2022, meeting, accepted as written.

**GUESTS:** Mayor Wilson brought up about fixing the water pole at the cemetery. Mr. Peterson will check it out.

### **Operators Report:**

- We have submitted our Monthly Sewer Operating Reports
- We continue to work with Vik from ACI on our 4G cellular system. We have only had 1 time that we lost the reading on the reservoir over the last 2 week, and it came back 1 hour later when the system was scheduled to reset. We are continuing to monitor it.
- We are continuing to work on our NPDES permit renewal, Jon and I continue to work with the EPA on this.
- We did have a garage door break in our garage. D and R door was out and were able to get the door down for the weekend and then came back out the following Monday to replace the spring shaft and the spring. They also did some preventive maintenance on the rest of the door. While they were here, I discussed with them getting us a quote on doing PM on the rest of the doors and they said they would get me a quote.
- CIP (Clean in Place) and EFM (Enhanced Flux Maintenance) on skids.
- I have had several conversations with the new owner of the Miller Place property. He is looking to expand the development. I looked in our rules and regs. We do not have any language that I found on how we deal with housing developments. I have done some research and talked to some other communities on how they address them and will have a proposal with options for you at the meeting.
- I continue to work with Howells and Bair regarding our Lead and Galvanized service line replacement project. Jon is communicating with the EPA on the grant funding. This will be an ongoing process and we will keep you informed, and we receive information.

- I have spoken with Howells and Baird concerning a request from the Nazarene Church to tie their sewer in at a different location and he is looking over maps to see where the best option is for them to tie in at would be. No backups with all the rain we have had.
- We continue to work on our 2021 CCR's.
- I have had several phone conversations and a site visit from ACI concerning switching over the St Rt 45 tank off the dedicated line and onto Cellular. Above and beyond his quote there will be a cost for electrical work (hopefully done by Soltis Julian Electric if their schedule allows) and some welding work that I have reached out to 2 welders and am waiting for quotes. As soon as I have those quotes, I will get them to you for your consideration. All the other logistics have been worked out.
- We continue to work with I am GIS and OTCO on our updated Asset Management plan.
- We continue to stay updated on our new Vac-con and are still looking at a delivery date for the truck of Mid-May. I will let everyone know when I receive a set date for delivery.
- We will be starting our Annual Hydrant flushing Program on the first week of May. We will be notifying our customers of this via the paper, website, and on the bills.
- AT&T continues to work on the engineering and installing the new fiber optic line from the CIC to the plant. We are also negotiating back and forth on the cost for the current cost of our dedicated Line until the fiber line comes online.
- We continue to work with RCAP on the North End Pressure Project. We are sending them information as they ask for it.
- I will be sending our response on the current status to the OEPA this week on the Items they requested updates on.
- Hach was in on April 15<sup>th</sup> for their quarterly checks of the CL17 and the Turbidity meters. Everything checked out good.

## **Time Off**

- Laura has been serving jury duty since April 11<sup>th</sup> and is still serving. She will be going to the cemetery for 2-3 weeks in May to help them get ready for Memorial Day weekend. She will going to the cemetery for 2-3 weeks in May to help them get ready for Memorial Day weekend.
- Chris will be off April 27<sup>th</sup> and 29<sup>th</sup>, May 4<sup>th</sup> and 6<sup>th</sup>. I will still be in to meet our OEPA obligations.
- Jason Will be off May 3rd

- Jason will be off from May 31<sup>st</sup> to June 7<sup>th</sup>, 2022

Petrachkoff asked about Laura and Jason getting CDLs. Chris reported you now have to take a class for it and since the two are doing classes right now that he will have them do it when they are through with current classes.

### **Clerks Report**

1. Muni-link Conference we attended on Thursday April 21<sup>st</sup> was a great experience. There is so much to learn, they are all things that will just make us more efficient.
2. Billing for April was mailed Monday April 25, 2022
3. Heidi will be out of the office again at noon on May 5<sup>th</sup> returning May 9<sup>th</sup>.
4. We are currently going through all files and preparing for the shredding company to come in on May 17<sup>th</sup> per the retention schedule.

### **Unfinished Business:**

- A. Meters: There was a motion by Mrs. Petrachkoff and seconded by Mr. Hoover **to extend the meter project contract to May 15, 2022 so that everyone can get together to wrap it up.**  
Motion: Passed.
- B. NPDES permit renewal & CSO report – See operators report.
- C. VFD Project – Nothing to report.
- D. Fire Hydrants on ST RT 154 as weather allows.

### **New Business:**

- A. Mr. Hoover motioned as per requested by Mr. Peterson **to appropriate \$1,000 for maintenance on the garage doors.** Second by Mrs. Petrachkoff.  
Motion Passed
- B. Mr. Hoover motioned **to purchase oil for the compressor not to exceed \$600.** Second by Mrs. Petrachkoff.  
Motion Passed
- C. As per requested by Mr. Peterson Board members tabled the annual inspection contract with Aegion/Corpro until the May 10<sup>th</sup>, 2022 meeting. So far they have not done an inspection for 2021 that has been paid for.
- D. Mr. Peterson informed Board members that there are at the lift station behind the old Sparkle building new sewer lines to it and no one knows who put them in and when. He will send a letter to them because we were not notified this work was being or had been done.

- E. Mr. Peterson has spoken with a Mr. Ken Baer about the vacant lot behind Discount Drug Mart and located off of Rose Drive and is currently owned by Gene and Carol McGaffic. This is the property that we need access to link the water line from Discount Drug Mart on State Route 45 to Rose Drive. Mr. Baer may potentially be developing it.
- F. Mr. Peterson has spoken with a Mr. Beiling several times about future development of land at Miller's Place. Mr. Peterson suggests that Mr. Beiling be charged for one tap-in and Mr. Beiling pays for everything after the tap. No decision was made at this time.
- G. Jon Vollnogle of Howells & Baird is reviewing sewer maps to see where it is most feasible for the Nazarene Church to hook into a storm sewer at the Church's expense so to alleviate their back up problem.

**Approval of Bills:**

**Motion made by Mr. Hoover to pay the bills**, a second by Mrs. Petrachkoff.

Motion Passed

Meeting adjourned by Mr. Hoover, Chairman.

Attest

Approved

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