

Board of Public Affairs Meeting February 22, 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

Also attending: Senior Operator Chris Peterson, Clerk Heidi Grimm, Fiscal Officer Tracey Wonner.

The meeting called to order by Chairman Hoover.

No additions, deletions, or corrections to the minutes of the February 8th, 2022, meeting, accepted as written.

GUESTS: None

Operators Report:

- We are submitting our Monthly Sewer Reports to OEPA
- I continue to work with Vik from ACI concerning the Cellular Upgrade for the Wellfield, Reservoir, and Plant. He will be beginning the upgrades as soon as his schedule allows.
- We are continuing to work on our NPDES permit renewal, John and I continue to work with the EPA on this.
- We repaired a curb stop at 870 N Market St
- CIP (Clean in Place) and EFM (Enhanced Flux Maintenance) on skids.
- We were able to locate the extra 30,000 GPD we were using. We located a service line leak on the customers side on Blacks Rd and an apartment complex on Brookfield had a service line leak in their basement before the meter.
- I continue to work with Howells and Baird 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.
- Our Meter project continues to wrap up. Curtis delivered all our meters we had on order (5/8, 1in, 2in). After some issues with getting them programmed we worked through the issues with Kamstrup and have begun installing them. Also, Kamstrup will be in on Thursday, February 24th for our final meeting.
- I continue to work on our ODNR Water Withdraw Reports for last year. They are due on March 1st, 2022.
- We will be meeting with the engineer about the Grant St Bridge project on February 22nd at 3pm.
- We continue to work with I am GIS and OTCO on our updated Asset Management plan.
- The OEPA has requested another written update on the Sand Filter rehab. I will be sending out that letter this week.
- Our staff did obtain readings for billing last week.
- Our Vac-con continues to stay on track as of last week for its delivery date of around the first of April.

- We have learned that our Pump from Dickey's Lift station was worse than we originally thought. They tried to save the stator, but it was actually more expensive to rewind than to just replace the Stator. The revised quote to repair it is \$4,175.00. A new pump would run us over \$7,000.00 and I am still waiting to hear back on availability.

A motion was made by Mr. Snyder to purchase a new pump at the cost not to exceed \$7,500.00 from Great Lakes and to also have the existing pump rebuilt at an additional cost not to exceed \$4,175.00. Mr Hoover seconded the motion.

Motion Passed

- ODOT has sent us back some updated engineering on the new bike trail taking our recommendations in to an account. It is currently being reviewed by Jon from Howells and Baird.

- I continue to work with Vik on obtaining a quote for moving the Standpipe over to cellular. At the time of writing this report I have not received it yet. I will let everyone know as soon as I do.

- The gentleman that installed our VFD's in the New part of the water plant was in to look at our Raw Pump #1 VFD on February 10th, 2022. He was able to do a hard reset on it and it is working good ever since. I did discuss obtaining parts for it in case we would need them, and he was checking into the availability of them. He did state that they are old technology, and it may be hard to find parts. I will keep you up to date.

- We did send the new contract back to AT&T for the new fiberoptic line for the CIC pit and are just waiting for them to start the engineering on it. In the meantime, our rep has requested for a reduced bill until the work is completed from his management and he is just waiting to hear back.

- I have contacted RCAP, and they are working on our application for the North end Pressure Project to submit to the OEPA. I did obtain a revised cost estimate form Jon and the new total is \$4,267,750.00. I have sent that to RCAP to include is the application.

- Our staff continues to clean, organize, and inventory our garage as the workload allows.

Time Off

- Chris will be off March 3rd and 4th 2022. I will be still covering our OEPA obligations.

Discussion was held about a 2nd break in the main feed from the plant up towards the fairgrounds. Mr. Peterson will get quotes to see what the cost will be to have the line replaced up to Jefferson and Lee, it will have to be contracted out.

Clerks Report:

1. 1-inch meters have arrived. As of end of business Friday (2/18) we have installed 7 and have an appointment set for 2 more on Tuesday (2/22). Leaving just 4 more to schedule and install
2. 2-inch meters we only have 2 left to install and have appointments for them on Tuesday 2/22 and Wednesday (2/23) to be installed by Trumbull Industries.
3. A packet was given to the board to look over and discuss at a later date. It is from I-Invoice, an opportunity to streamline our payment processes and also offer more options to our customers for ease of payment. (Ex. E-billing, auto pay, text reminders etc.)

Unfinished Business:

- A. Meters – See operators report and clerks report
- B. NPDES permit renewal & CSO report – See operators report.
- C. VFD Project – See operators report

- D. Rick Miller – Delivered a back flow device to resident and instructed him to have it installed to help with the issues that he has when service is unexpected interrupted.
- E. Fire Hydrants on ST RT 154 as weather allows.
- F. North End Pressure Project – Motion was made by Mr. Snyder to start the engineering for the project with Howells and Baird up to \$25,000.00. Second by Mr. Hoover.

Motion Passed

New Business:

- A. Air Compressor in garage –Mr. Peterson is getting quotes to replace the air compressor that no longer works.
- B. Mrs. Petrachkoff made a motion to move Heidi Grimm to 100% of the Clerk 1 position pay scale on the 2021 payroll ordinance effective 2/20/22. Second by Mr. Snyder.

Motion Passed

Approval of Bills:

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

Motion Passed

Meeting adjourned by Mr. Hoover, Chairman

Attest

Approved
