

Board of Public Affairs Meeting January 25, 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, Mayor Peter Wilson

The meeting called to order by Chairman Hoover.

No additions, deletions, or corrections to the minutes of the Dec. 14th, 2021, meeting, accepted as written.

Welcome To Jeff Snyder, new member of the board.

GUESTS: None

Discussion to put Village notes in with the water bills now that we have gone to monthly billing for the entire town.

Operators Report:

- We submitted our Monthly Sewer Reports
- Both pumps at Dickey's lift station quit working on Thursday, January 20th. We have replaced the first pump with our spare and have taken the pump we pulled to Great Lakes for evaluation.
- We are continuing to work on our NPDES permit renewal, John and I continue to work with the EPA on this.
- I am happy to report that we have been able to stay on top of customer leaks though this cold spell.
- CIP (Clean in Place) and EFM (Enhanced Flux Maintenance) on skids.
- Mike Boyle was in on Tuesday, January 18th to complete the repairs to Skid A' s T1 tank.
- I continue to work with Howells and Bair regarding our Lead and Galvanized service line replacement project. John 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 will be in town this week to install some antennas on some meters we are having an issue reading.
- I am starting to work on our ODNR Water Withdraw Reports for last year. They are due on March 1st, 2022.
- I am happy to report that all our staff is back to work as of January 24th, 2022. A big thanks to the Road Department for offering there help during our staff shortage.
- We continue to work with I am GIS and OTCO on our updated Asset Management plan.

- We had a report of a sewer backup on Saturday, January 15th @ 704 N Market St. The county came out and jetted our main. After jetting our line, the customer line was still backed up. They contacted a plumber, and the backup was on their sewer lateral.
- Our staff did obtain 28 reading for meters that have not been replaced yet on January 20th.
- I continue to work with Best Equipment on the order for the new Vac-con
- We did have a Chlorine leak in our Chlorine room on January 13th, 2022. During a bottle change a line broke. Chris went in with an air pack with Logan on standby and he replaced the entire line from the regulator to the Vacuum. We will be replacing the other line in the next week or 2 since they were installed around the same time.
- I have sent Howells and Baird response to ODOT's engineer on our concerns for the bike path on St Rt 154.
- We have been assisting the Road Department with snow removal when needed for the last couple of snowstorms.
- We were called out to Vista Dr on Sunday, January 23rd for an emergency line location for Ohio Edison.

Time Off

- Chris will be in Columbus for a OTCO Board Meeting on January 28th
- Chris will be off January 26th and February 3rd, 2022.

Clerks Report:

1. As of 01/25/21:

We have 1 customer that has a previous issue and still needs a meter installed.

We have 5 customers left that have some type of curb stop issue that we are addressing.

2. One month billing for everyone should be in the mail 1/26/2022.
3. Just a side note we have been noticing some lang time in the mail, customers claiming not to receive their bills, sending checks that we have not received in a timely fashion. We are not receiving bills back in the mail as undeliverable so not sure what is happening.

Unfinished Business:

- A. Meters – See operators report and clerks report
- B. NPDES permit renewal & CSO report – See operators report.
- C. VFD Project - No report
- D. Rick Miller – No report
- E. Fire Hydrants on ST RT 154, still 2 or 3 left to replace bolts in.

New Business:

- A. OTCO Classes for Logan and Laura - Motion for Logan and Laura to take Water 1 Class, February 21st, was made by Mr. Snyder and a second by Mrs. Petrachkoff
Motion Passed
- B. The annual 3% increase for water and sewer was on the end of January billing.
- C. Motion made by Mr. Snyder to repair the pump @ Dickeys up to \$2500.00 parts to be purchased from Great Lakes. Second Mrs. Petrachkoff
Motion Passed

There was discussion that the certificate of completion for Project 3,4,7 needs to be signed by the mayor.

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
