

**Board of Public Affairs Meeting
March 24th, 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, Head Clerk Tracey Wonner, Fiscal Officer, Mayor Peter Wilson, and Councilperson Susan Temple.

The meeting was called to order by Chairperson Hoover.

Prayer: Donna Shuman, Assembly of God Church

Minutes of the March 10th meeting were accepted as written.

Recognize Guests from the floor.

Mayor Wilson asked several questions, when the N market St. sewer project is to start. Could give a definitive date, it's to go out to bid next month. C Tucker Cope will be connecting the water line to the new archive building through the square to Lincoln Way main. Asked when the standpipe testing will be for the pool. Senoir plant operator, Chris Peterson said as soon as the weather cooperates, it needs to warm up and be dry. Discussed sand filter versus DE filtration for the pool.

Regulatory Compliance

1. We submitted our February Sewer 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. We received a letter from the OEPA explaining that they accepted our asset management plan and our capital improvement plan. They now asked for a timeline on our valve exercise plan. Chris had a phone conference with RCAP last week and we have another conference scheduled for this coming Friday and will be working on a timeline for them. Our staff has also begun exercising valves in the system and compiled a list of the valves we have exercised in the last 2 years. At the time of writing this report we have 45 valves exercised so far. We will be working on this for this week and then starting on March 30th will switch to hydrant flushing for the month of April. While we are flushing the hydrants we will also be exercising our watch valves at the hydrants per OEPA guidelines. Chris also reached out and got 2 quotes on main line valves we need for restock and budget numbers for valves we currently have in stock.

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. Just waiting for the OEPA response.
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. No new updates
8. Chris continues to work on our CCR's for 2025.
9. Our lab renewal is scheduled for May 12th.

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 still waiting for some material to come in.
2. St Rt 45 and Adams Rd Line extension – Construction is expected to start in May.
3. North Market St Sewer- Our staff hand delivered letters to all homeowners affected by the tree removal. They are expected to be removed this week. We expect to have this project out to bid next month.
4. Industrial Lift Station Replacement- No new updates.
5. Prichard St Bridge- No new updates.

Infrastructure Maintenance

1. We have been monitoring our holes and adding 304, as necessary. Black
2. We have scheduled our annual hydrant flushing beginning on the east side working our way to the west side. This will begin on March 30th to April 30th.
3. During our last cleaning on our filtration system on Skid C, we noticed that our V6 and V5 valves and actuators may need replaced. Chris reached out to Aria Filtration for a quote for the valve and actuators.
4. Chris continues to reach out to a company that he was working with late last year on overhauling our Gas Chlorine room. Still waiting on the quote.
5. We did have an issue last week with our pump at the booster station shut off without warning while we were pumping water to the tower. Fortunately, Chris was at the plant when it happened and was able to get the plant valve closed within a couple of minutes. ACI was onsite when it happened and is investigating why it happened.

Ongoing Responsibilities

1. Our crew delivered 41 red cards.
2. We continue to monitor the sand filter backwashes.
3. Our Vac-con is still at Best Equipment in North Royalton, and they are working on getting the back door repaired. They replaced the rollers on the door. These rollers are not greaseable so Chris had a conversation with Tom, and he is researching how we can keep from replacing these ever couple of years. They also ordered the parts needed to replace the step that was knocked off in a snowbank over winter. We are expected to have it back this week.
4. We did have a power issue at the plant during the windstorm. We found that the generator kicked on correctly, but it caused the discharge valve at the plant to open a bit more than how we had it set. This caused the pressure in town to rise by 4psi. Chris and Jim came in and reset the valve.
5. Chris and Jim were called out during the house fire in town to start the plant to help the firefighters get more water to the fire.

Time Off

1. Chris will be at an OTCO training April 13th and 14th. He will be back for the meeting.
2. Jason will be on vacation the week of April 6th.
3. Chris will be on vacation from April 1st to April 5th. He will still be in to meet our OEPA obligations. Laura will be covering April 5th for him.
4. Logan will be off April 27th to April 30th.

Clerk's Report: Mary Ann is back from vacation.

Unfinished Business:

- A. Sand Filter Rehabilitation – On hold.
- B. Backflow and updating the plumbing in the Water Dept. garage. No update.
- C. Public Outreach –No report.

New Business:

- A. Quote from Aria Filtration –No in yet.
- B. Quote for Annual cleaning of raw water silo. Motion made by Ms. Bailey to hire InDepth Services for \$5250.00 to clean and inspect silo. Second by Mrs. Lewis.

Motion Passed

C. Quotes for main line valves. Motion by Mrs. Lewis to purchase valves from Core and Main at a cost not to exceed \$9,994.92. Second by Mr. Hoover.

Motion Passed

D. Motion by Mr. Hoover to approve a CL. System installed by Bussnuss Inc. at a cost not to exceed \$7,700.00. Second by Ms. Bailey.

Motion Passed

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
