

Board of Public Affairs Meeting November 8, 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
Jeff Snyder
Barbara Bailey

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 October 27, 2022, meeting, accepted as written.

GUESTS: Mayor Wilson was present about proposed moratorium which is later on the agenda.

OPERATORS REPORT:

- We are submitting our Monthly Water Reports
- We are reviewing the Booster Pump Inspections that we required the customers with booster pumps to perform. We are finding that most of them do not have the required low pressure cutoff switches that are required. Chris did put in a request to the OEPA to allow the customers to not install them with the North End Pressure Project moving forward but the request was denied. We will be drafting letters to inform the customers that they will need to install them within 60 days. Those letters will go out by the end of the month.
- We are continuing to work on our NPDES permit renewal, John and I continue to work with the EPA on this.
- Howells and Baird submitted our plans to the OEPA for the North End Pressure Project on October 29th. Chris met with them on October 27th and reviewed the plans and we made any necessary changes that we identified that could cause issues with the project and reviewed all aspects of the project. The one noteworthy change was that we submitted the plans with the Adams Rd and St Rt 45-line extensions being contingencies in case the bids for the project come in higher than expected. The line extension down Lisbon-Canfield Rd were submitted as part of the project to secure the funding so that extension must take place. Jon will now begin working on drawing up the easements for everyone's review. We are looking at about a 3-month turnaround for the OEPA to review the plans and commit any changes that they will require. I have also spoke with Pam from RCAP and she reminded me about the class that council needs to take, and Tracy has added it to their agenda for tonight's meeting. As soon as the OEPA gives there blessing we can begin the bidding process. Also, Jon, Pam, and Chris are still working together to secure the remaining \$750,000 in funding for the project.
- CIP (Clean in Place) and EFM (Enhanced Flux Maintenance) on skids.
- We continue to perform our Backflow and Cross Connection surveys. Our crews have performed numerous surveys, and we are reviewing them and hoping to begin to send the follow up letters out starting next week.
- We repaired a curb stop at 220 N Beaver St.
- Well #4 has been replaced and is working very well. During the replacement process we did find that this well has quite a bit of Iron and Manganese in it. McKay and Gould and Chris did talk regarding this

and we believe this is the reason that the well pump and motor went so quickly (pump and motor were replaced in 2015). Lynn will be reaching out to his contacts to get us a price on rehabbing the well. Chris will update you once he receives the quote.

- We were able to locate the curb stop at S D Nold with the help of Chad Hess from New Waterford's line locator. We have since replaced the meter. This was the last meter we had to replace as part of the meter project.
- We continue to work with I am GIS and OTCO on our updated Asset Management plan.
- We have dropped off the pump out of Sparkle lift station to Great Lakes pump for evaluation. Chris will send out the quote as soon as he has it.
- We have been working on our annual hydrant flushing on the east side as the work schedule allows.
- Over the last weekend we were called out for an issue of no water at a residents. We found the new homeowners were not aware that a valve was off inside the home.
- Chris has had several phone conversations with ACI concerning installing the new cellular towers at the tanks and well field and moving the equipment into the building. They are looking at starting the work next week.
- Our crew did perform shut offs last week.
- Richardson Monument garage water service has been turned on. During the turn on our crew noted that the backflow that they installed was not a testable backflow. Chris spoke with our OEPA rep, and he did advise us to turn their service on but to send them a letter that they would need to change out the backflow to a testable one.
- We continue to work on updating our lead mapping. All systems are required to update the lead mapping by December 31st, 2022. The last time our mapping was updated was 2017.
- Chris had a call with our new OPEA Rep (Zachary Taneyhill) going over the projects that were noted during the last EPA inspection. He has been brought up to date and requested that Chris draft a letter update as well. Chris is currently drafting that letter and expects it to be sent on November 15th.
- We continue to check the sewer manholes on N Market St several times a week. So far everything has been flowing well.
- East High Street damages by Columbia Gas - Mayor Wilson and Chris are working on this with Columbia Gas; Columbia Gas only wants to pay us \$2,000, and Chris feels that this is too low. Chris to call Columbia Gas and try to get more money.

Time Off

- Laura will be off until December 12th
- Jim will be off the week of Thanksgiving and the week of November 28th
- Logan will be off November 23rd
- Chris will be off November 14th, 16th, and 30th
- Chris will be at an OTCO training November 9th and 10th

Clerk's Report - none given

Unfinished Business:

- A. NPDES permit renewal & CSO report – see Operator's Report
- B. VFD Project – no update
- C. Fire Hydrants State Route 154 – no update
- D. North End Pressure Project – see Operator's Report
- E. N. Market St Sewer Line replacement – no update
- F. Contract with Trumbull Industries – changes were made in Kamstrup contract part
- G. Moratorium that you must be annexed into the Village to receive Village water – Board members would like to talk with an attorney about this before making a decision; RCAP wants us to get help with other areas; Mayor Wilson wants decision sooner rather than later.

New Business:

- A. No action was taken on contract with Trumbull, Core and Main LP.

- B. Mr. Peterson provided a list of proposed capital improvements for 2023 to Fiscal Officer Wonner and to the BPA board members. It was in the Board packet.

- C. Mr. Peterson received a quote from USABluebook for supplies, notification door hangers, etc. for \$3,040.88 and presented it to the Board for approval. Motion by Mr. Snyder to approve the USABluebook quote of \$3,040.88 for supplies, notification door hangers, etc. Second by Miss Bailey.

Motion Passed

- D. A proposal for the engineering services for the sanitary sewer extension for Spruce Street was received from Howells and Baird, Inc. Copy was in Board member packets. The proposal is for \$10,750.00. Mr. Peterson is going to talk with the County Commissioners. Board members agreed to table this and to leave it on the agenda for the next meeting.

- E. Mr. Peterson received a quote from Pipelines, Inc. for 10 curb stops and 12 curb boxes for \$2,579.12 and requested it be approved. Motion by Miss Bailey to approve the quote from Pipelines, Inc. for 10 curb stops and 12 curb boxes for \$2,579.12. Second by Chairman Hoover.

Motion Passed

Approval of Bills:

Motion made by Mr. Snyder to pay the bills with a second by Miss Bailey.

Motion Passed

Meeting adjourned by Mr. Hoover, Chairman.

Attest

Approved
