

Board of Public Affairs Meeting October 22nd, 2024

A regular meeting of the Board of Public Affairs was held at 5:00 p.m. at Village Hall. Those members present were:

Bill Hoover, Chairperson
Jeffrey Snyder
Barbara Bailey

Also attending: Chris Peterson, Sr. Plant Operator, Head Clerk Heidi Grimm, Fiscal Officer Tracey Wonner.

The meeting was called to order by Chairperson Hoover.

No additions, deletions, or corrections to the minutes of the October 8th, 2024, meeting, Minutes accepted as written.

Recognize Guests from floor.

Howells and Baird, Jon and Chad Vollnogle reported on the damage that was caused to Rose Dr. going into Belmont Properties apartments. Pictures of the road prior to the project and after the project were provided by Howells and Baird along with what repairs should be made after assessing the damage. Mr. Peterson is to contact Belmont Properties and provide them with the same information so that we can schedule repairs now before the asphalt companies close for the season.

There was also conversation about being able to use the 10" pipe from the bridge project on Grant St to replace the transite pipe from the tower to State Route 45, 300ft. The board asked Howells and Baird to go forward with the proposal for a change order to accomplish this.

Mr. Peterson is contacting Kamstrup to be sure that when we move the collector from the old tower to the new tower, we will still have enough coverage from the other two collectors until it is live again.

Mr. Jon Vollnogle also reminded the board that there will be fees for Ohio Edison and Columbia Gas in the future for the new booster station located on Saltwell Rd. He suggested we speak with the fiscal officer, Tracey Wonner to determine how it should be handled.

Operator's Report

Regulatory Compliance

1. We have submitted our September OEPA Sewer reports.
2. CIP (Clean in Place) and EFM (Enhanced Flux Maintenance) on skids.
3. Asset Management Plan – Chris continues to work with I AM GIS, OTCO, and the OEPA on this. Chris has a meeting on Tuesday, October 22nd with Laurel Ljubi to discuss this.
4. We submitted our current service line inventory on October 15th. Heidi and Chris are currently working on the list for the letters that are required by the OEPA to be delivered by November 15th.
5. We have begun our annual hydrant flushing. We are running slightly behind schedule due to the leak at the Standpipe.

Projects

1. North End Pressure Project – We did the final inspection on the new water tower last week. Everything was good. Work has begun on the supply line by the new tower. Chris continues to work with Ohio Edison and Columbia Gas for service at the new booster station. Chris has met with ACI on several occasions regarding hooking in the new booster station and tower into SCADA. Chris has also met with Howells and Baird on the tie in for the new tower. Chris is also working on getting the Meter collector moved to the new tower.
2. St Rt 45 and Adams Rd Line extension – on hold
3. North Market St Sewer- no new updates
4. Grant St Bridge – No new updates
5. Prichard St Bridge- Our staff did test the valves on both sides of the bridge per the engineer's request. Both worked well.

Infrastructure Maintenance

1. The contractor that is installing the new supply line at the new water tower did hit our 10 in Transit line on Tuesday, October 15th which caused us to depressurize the north part of our system. Our crew was able to repair the line, and Chris reported the depressurization to the Ohio EPA, Columbiana Health Department and the County EMA as required. Chris issued a boil order per protocol. We notified our customers via social media, Newspaper, and TV media. Heidi notified all our affected critical users via phone. We collected samples and were able to lift the boil order on Saturday, October 19th. Chris would like to thank all the area water systems and warehouses for helping us secure the parts for the repair.
2. Our pump in the Industrial lift station quit working on October 17th. We were able to replace the pump the next day. The pump has been taken to the Great Lakes for evaluation.
3. Our staff did go out and checked all our holes from pot holing.

Curb Stops

215 E. High St.

Ongoing Responsibilities

1. Our crew delivered 59 red cards.
2. Our SCADA System crashed on Tuesday, October 15th. ACI was in and was able to get the plant system up and running. Vik has stated that it was a combination of internet issues and the main SCADA panel in the plant having issues. The panel in the plant is original from when we first went with ACI for our SCADA. Jason and Chris still do not have online access, but ACI is working with Splash top on the issue.
3. The Street Department has let us borrow one of their trucks until our 2010 Chevy can be repaired.
4. We continue to mow and trim our holdings. This should be wrapping up this month.
5. Chris continues to work with Tracy on getting the 2010 Chevy repaired.
6. We found that the issue with our Pall raw pump #1 was the cooling fan for the VFD. Chris has secured a new fan, and the electrician will be installing the next chance he gets.
7. Chris continues to work with the Mental Health Complex on 154 on their project to tie into our water system.

Time Off

Laura was off October 18th and 21st on vacation.

Laura will be off October 25th and 28th on vacation.

Jason will be off October 31st and November 1st.

Chris will be at OTCO training November 6th and 7th.

Clerk's Report:

Muni-link resolved their problem in the SLIM module and the file for service lines was submitted to the OEPA on October 15, 2024.

Unfinished Business:

- A. Engineering for Spruce St – Sanitary Sewer Extension – No update.
- B. Sand Filter Rehabilitation – No update.
- C. Reservoir Roof Maintenance – on hold
- D. Acknowledgement of payment commencement, North Market St. Sanitary Sewer Replacement.

New Business:

- A. Hach Quote: CL 17 & Turb. Meter – Motion made by Mr. Hoover to purchase replacement CL17 and a back up Turb. Meter from Hach at a cost not to exceed \$7,500.00 including shipping. Second by Mr. Snyder
Motion Passed
- B. Quote for repair clamps from LB Water – Motion made by Mr. Snyder to purchase a complete emergency repair clamp kit from LB Water at a cost not exceeding \$6,000.00 including any shipping. Second by Ms. Bailey.
Motion Passed
- C. Maintenance on Vac-con – Motion by Mr. Hoover to increase the annual vac-con maintenance from Best Equipment to bi-annually. Second by Ms. Bailey.
Motion Passed
- D. Cost proposal from McGuire Iron to install 10" ductile iron tee, valve, and piping to add future 10" connection. Discussion with Howells and Baird representatives explaining the change order. Motion by Ms. Bailey to accept the change order for the tee, valve, and piping for future 10" connection. Second Mr. Snyder.
Motion Passed
- E. Quote from Ray Lewis for hydraulic hose for the Vac-con – Motion by Mr. Snyder to purchase 6,000psi hydraulic hose from Ray Lewis for the Vac-con at a cost not to exceed \$2,500.00. Second by Ms. Bailey
Motion Passed
- F. Tap in Application for sewer at 534 N Jefferson St. – Motion by Mr. Hoover to approve the tap in application for 534 N Jefferson St contingent on the applicant will pay any difference in tap size to bring it to a 6" tap and purchases the second meter to be installed. Second by Mr. Snyder.
Motion Passed
- G. Mr. Hoover suggested we follow the counsel's meeting schedule for November and December.

Approval of Bills:

Motion made by Mr. Snyder to pay the bills. Second by Mr. Hoover

Motion Passed.

Meeting adjourned by Chairperson Hoover.

Attest

Approved
