

## **Board of Public Affairs Meeting February 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

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 Jan. 25, 2022, meeting, accepted as written.

**GUESTS:** None

### **Operators Report:**

- We are submitting our Monthly Water Reports to OEPA
- I have spoken with Vik from ACI on several occasions concerning the Cellular Upgrade for the Wellfield, Reservoir, and Plant. He will be beginning the upgrades as soon as his schedule allows. Just so everyone is aware our cellular system is on the First Net system for Utilities.
- We are continuing to work on our NPDES permit renewal, John and I continue to work with the EPA on this.
- We continue to keep on top of our leak and Burst codes from our new meters.
- CIP (Clean in Place) and EFM (Enhanced Flux Maintenance) on skids.
- Our crew has been out looking for a leak for the last couple of days. We are pumping about an extra 30,000 gpd.
- 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 was in town and installed some antennas for some of our meters that were not reading. He has some more to install and will install them as the schedule allows. We also received an update that our 2in and 1in meters have shipped and should be in any day now to get the rest of our meters installed. Kamstrup will be in on February 24<sup>th</sup>, 2022, for their final training.
- I continue to work on our ODNR Water Withdraw Reports for last year. They are due on March 1<sup>st</sup>, 2022.
- We have installed the new meter @ 7601 St Rt 164.
- We continue to work with I am GIS and OTCO on our updated Asset Management plan. I will be drafting another written update to the OEPA this week.
- The OEPA has requested another written update on the Sand Filter rehab. I am currently drafting that letter.
- Our staff did perform shut offs on February 1<sup>st</sup> We sent 2 crews out.

- I continue to work with Best Equipment on the order for the new Vac-con. I spoke with our salesperson yesterday and they are looking to deliver it around the first of April assuming there are no issues getting material.
- I did call out Air technologies for an issue with our air compressor #2 at the plant. We had a blown air fitting that we repaired Monday, February 7 and now it keeps kicking out and will not run.
- Howells and Baird sent a response to ODOT's engineer on our concerns for the bike path on St Rt 154. I have also resent this to ODOT and the Parks Board for their consideration.
- We continue to assist the Road Department with snow removal as needed for the last couple of snowstorms.
- We repaired a service line leak at 73 Garfield St.
- I was finally able to make some headway with AT&T on replacing our dedicated line to a fiber line. I am expecting an official quote on this project any day.
- AT&T was in to update our Internet at the plant. We also had them install a phone line in the plant, so we have a phone at the plant. Tracey was able to get all this update done and save us roughly \$80 to \$100 per month.
- Our staff continues to clean, organize, and inventory our garage as the workload allows.

#### **Time Off**

- Chris will be off February 10<sup>th</sup>, 2022
- Chris will be on Vacation the week of February 14<sup>th</sup>. He will still be in to cover our Sewer obligations. Jason will be covering our Water Obligations.

#### **Clerks Report:**

1. Shut offs, February 1<sup>st</sup>, ended up with total of 35 that red cards were made for which wasn't too bad for being the 1<sup>st</sup> time we were dealing with the whole town instead of just half. (Normal is about 20-25 Monthly).

#### **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 – Attempted to speak to customer about providing a backflow, he wasn't home will leave a white card to have him call the office
- E. Fire Hydrants on ST RT 154 as weather allows.
- F. AT&T – replacing the dedicated line to a fiber line. Currently \$6,000.00 monthly, going to \$611.18 monthly, however, will have to add the standpipe to cellular system at an additional cost.

#### **New Business:**

- A. Frozen meters, a discussion was had that any frozen meter determined to be the fault of the owner through neglect will be billed the cost of the meter to replace it.
- B. Turn offs/Turn ons—discussion to amend the rules and regs. to require a person 18 or older to be home.
- C. Mr. Hoover made a motion to give authorization to RCAP to apply for funding for the north end pressure project, 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

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