**Board of Public Affairs Meeting**
**October 27th, 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, Tracey Wonner, Fiscal Officer, and Peter Wilson, Mayor.

The meeting was called to order by Chairperson Hoover.

Prayer: Pastor Nancy Davis, Ministerial Association

Minutes were accepted as written for the October 13th meeting.

**Recognize Guests from the floor.**

Mr. Andrew Johnson of 304 W Lincoln Way was in attendance because of water entering his house since July 2026. Mr. Andrew gave a full run-down of events that have happened since he first noticed water in his basement. We have made some repairs and have had Leak Seekers searching for any possible leaks that have been undetected. We agreed to have Leak seekers come back as soon as possible to try and listen again.

Mayor let the board know that if they want to apply for the DERA grant along with the street dept for the purchase of a backhoe their cost could possibly be $30,000-$50,000.

**Regulatory Compliance**

1. We submitted our September 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.
4. Chris continues to work on the template letters for Backflow and Cross Connection surveys.
5. NPDES lagoon permit renewal – We are just waiting to be issued the permit renewal.
6. Source Water Protection- No new updates.
7. Chris has scheduled a tabletop Contingency Plan Exercise for November 9th at 10am. This is a yearly requirement for the OEPA.

**Projects**

1. North End Pressure Project – ACI installed our new plant discharge actuator on October 20th. We spent the week dialing it in. Everything seems to be going good with it so far.
2. St Rt 45 and Adams Rd Line extension – Chris reached out to Howells and Baird regarding some property restoration on this project. Chris has been working with them also on a timeline for the alternate bid work and the line replacement for the new tower.
3. North Market St Sewer- We are still scheduled to begin in November.

4. Industrial Lift Station Replacement- We are still having some float issues. Andrew is coming to look at it.
5. Pritchard St Bridge- The replacement is scheduled currently scheduled for the summer of 2027.
6. 164 paving project is finished. We are just waiting for the punch list to come out to address a couple of our main line valves.

**Infrastructure Maintenance**

1. Due to a report of continued water in the basement at 304 W Lincoln Way we had Leak Seekers come out and investigate the area. They found no leaks caused by municipal water. Chris reached out and informed the homeowner of this.
2. We abandon a service line on S Beaver St due to structure being demolished.
3. We repaired a service line leak in the area of Oreilly's last week.
4. Our staff repaired a service line leak on W Lincoln Way. We issued a small boil order due to a shutdown we did in the area for the repair. We lifted the boil order once we received the results back.
5. We have had a breaker issue at Dickey's lift station over the past week. Andrew will check it the next time he is in town.
6. Our staff winterized the splash pad last week.

**Curb Stops**

**Ongoing Responsibilities**

1. Our crew delivered 48 red cards.
2. We hopefully did our last mowing of the year last week.
3. Chris has stayed in contact with Best Equipment regarding our Vac-con repairs. We are hoping to have it back early this week.
4. Our staff has performed countless line locations.
5. Leak Seekers will be out this week to check on a couple of leaks during the night.

**Time off**

1. Laura was off sick half a day on October 20th.
2. Chris will be at training November 4th and 5th.
3. Chris will be off and out of town in the week of November 15th to the 22nd. Jason and Mike will be covering all our OEPA obligations.

**Clerk's Report:**

Bill was completed and mailed today. Almost finished with the service line letters.

**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. December meeting schedule, one meeting on the same night as council December 8th, 2026.

B. Vac-con repairs – Motion by Mrs. Lewis to pay Best Equipment $9,638.58 for vac-con repairs and for a service maintenance visit. Second by Ms. Bailey.

**Motion Passed**

**Approval of Bills**:

Motion made by Mr. Hoover to pay the bills. Second by Ms. Bailey

**Motion Passed**

Meeting adjourned by Chairperson Hoover.

Attest Approved

_____ _____