

## **Board of Public Affairs Meeting June 28, 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  
Carol Petrachkoff  
Jeff Snyder

Also attending: Senior Operator Chris Peterson, Clerk, Heidi Grimm, Fiscal Officer, Tracey Wonner, Mayor Peter Wilson, and Logan Hall.

The meeting called to order by Chairman Hoover.

No additions, deletions, or corrections to the minutes of the June 14th, 2022, meeting, accepted as written.

**GUESTS:** None

### **Operators Report:**

- We have submitted our Monthly Sewer Report
- The link for our CCR's is up on our website and Heidi has put it on our bills. We will be sending in the paperwork to the OEPA on Tuesday, June 28<sup>th</sup>, 2022.
- We are continuing to work on our NPDES permit renewal, Jon and I continue to work with the EPA on this.
- Howells and Baird continue to work on our survey work for Design Engineering of the North-end Pressure Project. They have completed all the survey work at the current Standpipe and are currently working on the survey work for the line extension. They expect to start taking soil samples in the next few weeks.
- CIP (Clean in Place) and EFM (Enhanced Flux Maintenance) on skids.
- We were called out for a sewer backup at 960 N Market on Sunday, June 26<sup>th</sup> around 9pm. \*No check valve\*
- 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.
- We did have a small issue with our Vac-con on Friday, June 24<sup>th</sup>. Our Pony Motor would not start. We were eventually able to get it started. I spoke with Best Equipment on that Friday and the following Monday, and they will be sending a service tech to look at it. They believe it is just a small computer issue.
- ACI was in on June 15<sup>th</sup> to switch our Standpipe over from phone line to cellular. There were some issues with the switchover, but we were able to get them rectified. Issue was that we had no way to manually read.
- We continue to work with I am GIS and OTCO on our updated Asset Management plan.
- JCM Construction was in last Monday, June 20<sup>th</sup> to camera the sewer line from Pine St and N Market St. Unfortunately, they were only able to get about 35 ft with the camera. It seems the line starts off as an

18 in. line and then about 15 ft. north goes down to an 8 in. line. Then about 25 ft. after that it goes down to a 6 in. line. They were not able to camera past that due to the size and condition of the line. We did jet the line with the Vac-con and after working it for a while we were able to jet 365 ft. north. I spoke with Howells and Baird after these events and Jon, and I will be meeting on this project next week to review the findings.

- We did a hydro excavation at 401 W Washington St and replaced curb stop.
- AT&T has finished the install of our new fiberoptic line to the CIC as of 6/16/22.
- I am happy to report that it seems that all the leaks at the pool have been repaired. We reinstalled the filter pump last week and after figuring out some power issues on Ohio Edison's side the pump is back online. There is no phase protection on the pump.
- We have been having issues with our tank Cellular reading since the 3G switchover. I have spoken to ACI at great length concerning these issues. Vik feels that we may need to install external antennas at all the site locations. I am still waiting for the quote.
- Our crew Hydro excavated 9025 Black Rd and installed 2 new curb stops.
- We had a small issue with our Lift Station at the old Sparkle. We found that the overload for the pump was set to low (10.5 amps when it should be 15 amps). We adjusted the overload, and it has been running good now.

#### **Time Off**

- Logan will be off July 1<sup>st</sup> and 2<sup>nd</sup>.
- Jim will be off July 1<sup>st</sup> to July 10
- Jason Will be off July 27<sup>th</sup>
- Chris will be off June 29<sup>th</sup>, July 6<sup>th</sup>, and 8<sup>th</sup>. He will still be in to meet our EPA obligations.
- Chris will be off the week of July 11<sup>th</sup>. Jason will be covering our EPA water obligations and Chris will be in to cover our EPA Sewer obligations

#### **Clerks Report**

We put a direct link on the bills for CCR's for the consumer, mailed CCR's to the service addresses of rentals, hand delivered any returned.

June Billing in the mail 6/29/2022

Live with invoice cloud June 8<sup>th</sup> went from 62-87 emails for the bills

6 months of successful monthly billing.

#### **Unfinished Business:**

- A. Meters: see operators report
- B. NPDES permit renewal & CSO report – See operators report.
- C. VFD Project – See operators report.
- D. Fire Hydrants on ST RT 154 as workload permits.
- E. North end pressure project

**June 28, 2022 Continued**

**New Business:**

- A. 960 N Market St. Sewer back up 6/26/2022 around 9pm see operators report

Sara Sorge of DCS Homes (property owner) came in the office Monday morning 6/27/2022 and asked about village liability, she was told to contact her insurance company.

Tenant: Nora Jarvis called the office Monday 6/27/2022 afternoon, she is out of town, and she said her landlord told her to call us. She also asked what the village liability was. I also instructed her to contact her insurance, she replied she didn't have any.

- B. Back flow Classes, Motion made by Chairman Hoover, to send Jim and Jason for back flow recertification and send Logan for back flow certification classes. Second by Mrs. Petrachkoff.  
Motion Passed

- C. Waiting on Parts for Fire hydrant on Market St. Will need backhoe to drop hydrant into place.

**Approval of Bills:**

Motion made by Chairman Hoover to pay the bills, a second by Mrs. Petrachkoff.

Motion Passed

Meeting adjourned by Mr. Hoover, Chairman.

Attest

Approved

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