

Board of Public Affairs Meeting January 14th, 2025

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
Barbara Bailey

Also attending: Jason Hartman, Head Clerk Heidi Grimm, Fiscal officer Tracey Wonner, and Mayor Peter Wilson.

The meeting was called to order by Chairperson Hoover.

Prayer led by Father Wassie, St. George Church

No additions, deletions, or corrections to the minutes of the December 10th, 2024, meeting, Minutes accepted as written.

Recognize Guests from floor. Ryan Berg, Cora Lewis and Stanley Marshalek are interested in vacant BPA board position.

Operator's Report

Regulatory Compliance

1. We have submitted our November Sewer Reports and December Water 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. Chris is currently speaking with RCAP on this.
4. Heidi, Jason, and Chris met with the US EPA concerning cyber security on December 20th.

Projects

1. North End Pressure Project – Xpress was given the verbal go ahead from Howells and Baird on December 19th, 2024, to proceed with the supply line installation. They will also be installing the line for power to the new booster station in the coming weeks.
2. St Rt 45 and Adams Rd Line extension – No new updates, other than Chris has talked to Pam to have this project renominated in March for funding.
3. North Market St Sewer- Design engineering continues.
4. Grant St Bridge – No new updates.
5. Pritchard St Bridge- No new updates.

Infrastructure Maintenance

1. Our staff repaired a service line leak at 340 E Chestnut on January 8th.
2. We jetted the sewer line at a customer's request on Sherman St.
3. We continue to monitor our issues with the two customers and their grease traps. One of the customers has communicated with us on several occasions while the other one has not.

Curb Stops

Ongoing Responsibilities

1. Our crew performed 5 shutoffs.
2. We delivered 58 red cards.

3. Chris continues to work with ACI on the SCADA system.
4. Chris continues to work with the Mental Health Complex on 154 on their project to tie into our water system. Their meter was delivered Friday, January 10th to us.

Time Off

Chris will be at an OTCO Board meeting on January 31st.

Jim will be off January 28th.

Mr. Hoover made a motion to adjourn to executive session for appointment of a public official, second by Ms. Bailey. Roll call vote: Mr. Hoover: Yes, Ms. Bailey: Yes.

Motion Passed

Into executive session at 5:09pm, called in Ryan Berg when he came out, called in Cora Lewis when she came out, called in Stanley Marshalek.

Mr. Hoover made a motion to return from executive session at 5:43pm, second by Ms. Bailey. Roll call vote: Ms. Bailey: Yes, Mr. Hoover: Yes.

Motion passed

Mr. Hoover announced that they would appoint Cora Lewis as a replacement for Jeffrey Snyder's position pending councils' approval.

Clerk's Report:

Just gearing up for the 15th and doing delinquent letters.

Unfinished Business:

- A. Engineering for Spruce St – Sanitary Sewer Extension – On hold.
- B. Sand Filter Rehabilitation – On hold.
- C. Reservoir Roof Maintenance – On hold.
- D. Rose Dr. Repairs—Street dept. temporarily fixed with cold patch until contract can properly fix it in the spring.
- E. Backflow and updating the plumbing in the Water Dept. garage – Waiting on quote.
- F. Additional easement for the fairgrounds –Waiting on approval.
- G. Public Outreach – Ms. Bailey brought two letters of support for the North End extension project, one from Monica Blasdel and one from the Columbiana County Commissioners. She is also attending meetings with the Chamber of Commerce and Center Township Trustees this month.

New Business:

- A. Change order for North End Pressure Project to extend the contract with Xpress Underground. Mr. Hoover made a motion to extend the contract with Xpress Underground until May 16, 2025. Second by Ms. Bailey.

Motion Passed

B. Quotes for restocking parts –Ms. Bailey made a motion to purchase restock items from Ferguson at a cost not exceeding \$6341.91. Second by Mr.Hoover.

Motion Passed

Approval of Bills:

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

Motion Passed.

Meeting adjourned by Chairperson Hoover.

Attest

Approved
