

Board of Public Affairs Meeting Minutes – March 6, 2025

There was a regular meeting of the Blanchester Board of Public Affairs held on Thursday March 6, 2025.

This meeting was held at the BPA Conference Room.

The meeting was called to order at 7:00 PM by Trustee Bob Haines

Attending was Chairman James Bowling, Trustee Robert Haines, Trustee Dennis Blocker, Director Ram Reddy, Council Member Lynn Lewis, Council Member Reilly Hopkins, Wayne Moore Water Supervisor and Donna Johnson Business Manager/Clerk.

There was a motion/second by Trustee Blocker/Trustee Haines to approve the minutes.

All in favor - All Yeas. Motion carried.

A motion/second by Trustee Blocker/Trustee Haines to approve the bills listed in Appendix-A.

All in favor - All Yeas. Motion carried.

Clerk's Report:

The Board discussed a proposal from SSI for an inhouse training for staff on the new VIP billing software for \$4,500.00

A motion/second by Trustee Blocker/Trustee Haines to approve the proposal for training

All in favor – All Yeas. Motion Carried.

The Board discussed proposals for inspection of Vine Street Water Tower Rehab Project and selected Dixon Engineering to perform the inspection for \$52,600.00.

A motion/second by Trustee Blocker/Trustee Haines to approve Dixon Engineering to perform the inspection for \$52,600.00

All in favor – All Yeas. Motion Carried

The Board discussed a proposal from RCAP for GIS mapping of our water system and to assist with Asset Management for \$937.00 per Quarter for 3 years with a total cost over three years to be \$11,244.

A motion/second by Trustee Haines/Trustee Blocker to approve RCAP for GIS mapping as discussed above.

All in favor - All Yeas. Motion Carried.

Discussed about creating an account, warrant for all projects by the Fiscal Officer.

Staff completed Annual Member Data Request from IIMPA and submitted it.

Director Report:

BPA and the Village officials attended the IIMPA Annual Conference in Indianapolis.

Staff attending IIMPA Board and Executive Committee and other meetings.

Staff updated the Board on funding and status of all the projects that are currently in process and future potential projects.

Staff planning to apply for CDBG/OPWC grant funding for S. Wright Street water main replacement and street improvements project. Also, planning to work on some inhouse small projects using our own staff.

Working with AMP to get grant funding to help on Cyber Security.

Lazenby Street Water Main Replacement and Street Resurfacing project – Procured required funding of \$584,900 in grants for this project and the contract had been awarded to start work on this project. Construction Completion of this Project is scheduled to be by November 2025.

The projected potential local match for this project is to be \$0.00

Orchard View/ Orchard Circle water, storm sewer, sanitary sewer, and street resurfacing phase - 2 project: Procured required funding of \$795,400 in grants for this project and work on design and engineering plans is in process. Planning to bid the project soon.

The projected potential local match for this project is to be \$0.00.

Orchard View /Orchard Circle water, storm sewer, sanitary sewer, and street resurfacing phase – project - procured required funding in grants for this project. The construction is in process. Potentially, we may not need any local match for this project.

- All sanitary sewer laterals have been separated.
- Contractor plans to work on the 24-inch storm sewer next, due to the depth of the pipe.
- Once storm sewer work is completed, the contractor plans to start installing the new water main

Electric Substation Construction Project:

- Procurement of land for substation construction is complete.
 - Continued to work on construction plans, design, and funding for the project.
 - We have applied for DOE grant funding for a projected cost of \$9,000,000 for this project and were not successful in getting the funding in first phase.
- Planning to apply again in next phase of funding release.

The BPA Board approved a Budgetary Construction Cost Estimate of \$10,373, 244 for the Substation Project, and IMPA/ISC staff started the engineering & design work on initial phase of the project.

The Board approved \$114,000 ISC proposal unanimously for the phase-1 engineering & design work.

The site had been cleared and a sign had been installed.

Electric Distribution System Upgrade and System Conversion (4.16 KV to 12.47 KV):

- We have applied for DOE grant funding for a projected cost of \$10,000,000 for this project. We were not successful in getting the funding in first phase.
- Planning to apply again in next phase of funding release.
- Staff continued to work on Distribution System Upgrades with local funds.

The project to identify and map lead water service lines had been completed. This project was paid fully by a grant of \$50,000 from Ohio EPA and was completed with a \$4,000 under budget. Staff continued to meet and discuss with RCAP on GIS Mapping and Asset Management.

Staff continued to meet and discuss with RCAP, EPA, USACE, ODNR, FEMA, and Jones & Henry Engineers on the Reservoir #3 project approvals and funding. Current cost estimation to complete this project has increased from about 3.6 million to about \$4.3 million dollars. So far, we have acquired about 2.2 million dollars through OPWC and USACE for this project.

Working through ODNR to procure rest of the funding from FEMA (HHPD Grants) – Waiting for response from FEMA/ODNR.

Current Status on the Project (Reservoir #3 Improvements):

- Specifications and construction plans have been approved by the ODNR for construction.
- Ohio EPA reviewed and approved construction plans
- Submitted plans to USACE review and approvals – in process
- Entered into PMP agreement with USACE
- Emergency Action Plan has been submitted and approved by the ODNR.
- FEMA has released the NOFA and the ODNR applied for funding on behalf of the Village/BPA for rest of the funding for construction.
- Staff submitted a 2025 project nomination for EPA funding for Reservoir #3.
- Trying to get some funding for the project through Senate Offices from Congressionally Directed Spending (CDS) funds – in contact with Senator's staff, and
- Also trying for the same through Congressman's office.
- Completed Survey work on Deeds for the land associated with the Reservoir #3 and submitted it to USACE as required.
- Bidding planned for June/September 2025.
- Working on some more information requests from USACE.
- FEMA Grant \$1,467,308 applied for has been put on hold pending the outcome of the President Trump's executive order, holding all funding until a review has been completed
- Working with USACE to get reimbursement on expenses incurred for the project construction to-date.

Submitted a Draw request #1 for an amount of \$52,538.45 reimbursement, for the Period of Performance 05/12/23-07/12/23. Received the USACE portion of the payment

Staff continued to work on potential funding from local, State and Federal funding agencies for the electric, water, street, and sewer projects.

West Fancy Street Phase – 2 water main replacement and street resurfacing project – Procured \$500,000 grant funding from CDBG for the project except a small amount for local match – construction work is in process as weather permits - Completed installation of 8" water main.

Electric System:

Electric Distribution system operation – Continued to be normal with minor weather-related problems.

Staff working on commercial and residential customer service upgrades.

Staff continued to work on non-pay disconnections every month. All or most of the non-paid accounts are disconnected remotely using the AMI system.

Staff continued to work on relocating the primary line on Main Street as weather permits.

Staff continued to work on upgrading the primary line on Center Street as weather permits.

Continued working on service upgrades in the alley next to Library as weather permits.

Staff continued to work on systemwide improvements as weather permits.

Water System:

Water Treatment and Distribution systems operation – continued to be normal and meets the Ohio EPA Rules & Regulations.

Reservoir water storage levels: We have about 236 million gallons of storage available to treat and supply for about 19 months at the current flow rate to our residents and neighboring water haulers.

Staff continued to look for procuring grant moneys for an additional emergency generator for water plant.

Cathodic protection unit in Fancy Street Water Tower is damaged due to icing and staff is looking into repair or replace it - staff continued to work on it.

Staff continued to help sewer department on plant and other equipment repairs.

Staff continued to work on various field and treatment plant equipment, and pickup trucks maintenance.

Staff continued to help reading water and electric meters as required.

1739 AMI meters have been installed and are in service to-date. Staff continued to install new heads and radios on majority of the larger meters in town for remote reading purposes.

Staff continued to work on clearing the brush around the reservoirs as weather permits.

Staff continue to work on grounds maintenance as weather permits.

Sewer System:

Sewer Treatment Plant and Collection System operations are continued to be normal and in compliance with the Ohio EPA Rules & Regulations.

Staff continued to work on repair and maintenance of various equipment at the WWTTP and on the collection system.

Staff worked on several cleanouts for customers.

Staff completed annual sludge report and submitted it to Ohio EPA.

Staff completed annual SSO report and submitted it to Ohio EPA.

State Rt. 123 sewer lift station pump has been replaced with a new one and is in service.

A new water pump has been ordered for the backup generator – waiting for parts.

Staff working on Secondary Clarifier #1. Ordered parts for repairs – waiting for parts.

Staff continued to work on grounds maintenance as weather permits.

Old fence between BPA and Mr. Wilson property has been removed, and cleaned the brush to replace fence – in process and will be worked on as time and weather permits.

Other Business:

There was a motion/second by Trustee Blocker/Trustee Haines at 7:45 PM to move into executive session per ORC 121.22 G1 for the discussion of compensation for BPA employees
All in favor - All Yeas. Motion Carried

A motion/Second by Trustee Blocker/Trustee Haines to close executive session at 7:50 PM.
All Yeas. Motion Carried

A motion/second by Trustee Blocker/Trustee Haines to approve raises for the following BPA employees:

Brett Lay from E-4-M to E-3-M

Scott Hoffman (Conner) from E-4-M to E-3-M
Effective from next full pay period.

All in favor – All Yeas. Motion Carried

A Motion/Second by Trustee Blocker/Trustee Haines to close and adjourn the meeting at 8:08PM
All Yeas. Motion Carried



James Bowling - Chairman



Donna Johnson, Clerk

Board of Public Affairs Meeting Minutes Appendix A

BILLS FOR MARCH 2025

VENDOR	TOTAL	VENDOR	TOTAL
IMPA	\$ 585,794.67	JUSTIN DICKMAN	\$ 3,266.74
VILLAGE OF BLANCHESTER	\$ 23,900.00	FRONTIER	\$ 1,820.20
TREASURER STATE OF OHIO	\$ 1,814.00	CHOICE ONE	\$ 555.00
CINTAS	\$ 952.21	HARCO SERVICES LLC	\$ 851.88
LOWES	\$ 680.20	VERIZON WIRELESS	\$ 856.84
ADVANCED AUTO PARTS	\$ 385.45	BDK	\$ 115.87
HARBOR FREIGHT	\$ 89.99	DONNA JOHNSON	\$ 77.00
SPECTRUM ENTERPRISE	\$ 417.23	JOHN CARMAN	\$ 527.61
CERTASITE	\$ 878.89	LYNN LEWIS	\$ 19.09
BRETT LAY	\$ 150.00	THERMODYNE	\$ 7,268.00
MONTGOMERY TOWING	\$ 400.00	PEREGRINE CORPORATION	\$ 1,220.80
LYKINS PROPANE	\$ 1,607.44	DUKE ENERGY	\$ 1,303.41
CANON	\$ 244.07	SUNRISE COOPERATIVE	\$ 2,183.80
USIC LOCATING SERVICES	\$ 914.29	BUCKEYE STATE PIPE & SUPPLY	\$ 3,273.96
PEREGRINE CORPORATION	\$ 1,146.89	DUKE ENERGY	\$ 67.13
BUCKEYE STATE PIPE & SUPPLY	\$ 139.96	USIC LOCATING SERVICES	\$ 3,223.72
CAPLINGER SALES AND SERVICE	\$ 135.57	KOI AUTOPARTS	\$ 276.50
CLINTON ELECTRICAL & PLUMBING SUPPLY	\$ 32.10	EMERALD TRANSFORMER	\$ 405.50
HAWKINS (MIAMI PRODUCTS & CHEM)	\$ 634.00	GARDNER DENVER	\$ 45,859.00
MILLER SECURITY SERVICES	\$ 75.00	VISA	\$ 5,466.34
STANLEY J. BOLKA	\$ 780.00	TREASURER STATE OF OHIO(EPA)	\$ 2,800.00
ELECTRICAL EEL	\$ 631.97	TOTAL	\$ 703,242.32

