

Board of Public Affairs Meeting Minutes – September 18, 2025

There was a regular meeting of the Blanchester Board of Public Affairs held on Thursday September 18, 2025 in the Council Chamber at the Municipal Building.

The meeting was called to order at 6:30 PM by Chairman Bowling.

Attending was Chairman James Bowling, Trustee Bob Haines, Trustee Dennis Blocker, Director Ram Reddy, Solicitor Justin Dickman, Mayor John Carman, Council Member Lynn Lewis, Council Member Marie Brooker, Council Member Reilly Hopkins, Council Member John Hill and Donna Johnson Business Mgr./Clerk, and Several Citizens of Blanchester.

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.

Public Comment:

Pertaining to Policy of holding landlords responsible for Utility Bill on their Tenant's (when not paid)

Matt Matthews - Disagrees with the policy, and feels that the BPA should be responsible or take it to Small Claims or contract with a collection agency.

Chylene Duggins – Disagrees with the policy and thinks it is illegal to make landlords responsible for their tenants pending dues. Recommends that the Deposit should be raised or take it to Small Claims.

John Hill – Disagrees with the policy and thinks it is illegal to make landlords responsible for their tenants pending dues. He feels that there should be a 60-day cutoff. We should not allow customers to make payments to get caught up. Also feels we are reading or interpreting the ORC incorrectly.

Ron Johnson – Disagrees with policy and recommends that it should be a 30-day cutoff and not 60 days, and he feels that the BPA should notify the landlords if their tenants are behind on payment.

James Constable – He feels there is a privacy issue on sending Tenant bills to their landlords. Questions why we waited so long before implementing this policy. Why not collect from Government on Electric. Also, he questioned why the BPA is providing free utilities to:

Parks Board
Fire department, and
Library.

Janelle Fatherree – feels it should be 30-day limit or cutoff for tenants.

Ted Sharp – Agrees with all landlords, and thinks it should be a 30 days cutoff.

Dean Lynch – Doesn't like the policy but understands the reasons behind implementing it, and supports the BPA. He recommends a subcommittee to BPA to interact with customers and advise the Board.

Lynn Lewis – Explained the reasons why we (Village of Blanchester) do not need a Village Administrator, and commended the BPA Board for the outstanding job they are doing for the community.

There was a motion/second by Chairman Bowling/Trustee Haines to create a Sub-Committee for Implementation of the Landlord Policy.
All in favor - All Yeas. Motion carried.

BPA Chairman James Bowling to head the Sub-Committee and name One Council Member and One Landlord to be on the committee.

BPA Chairman James Bowling briefly explained the audience how the BPA is benefiting the community.

Clerk Report

Need to replace clarifier at Wastewater plant – Proposal received for a new one costing \$84,390 and does not include the labor to install. Proposal for rebuilding the old one was \$76,065.00 and does not include shipping to and from company for repairs.

There was a motion/second by Chairman Bowling/Trustee Blocker to purchase the New Clarifier at the proposed cost
All in favor - All Yeas. Motion carried.

Discussion on Raising the Water Tokens to align with other communities.

There was a motion/second by Chairman Bowling/Trustee Blocker to raise Water Tokens from \$5.50 to \$7.00 beginning October 1, 2025.
All in favor - All Yeas. Motion carried.

Solicitor

Justin Dickman reported on the process with the Tax commissioner for transferring funds (\$500,000) from Electric Department to Water Department. Should know within the next week on approval.

Director:

Staff continued to attend ILMPA Board and Executive Committee and other meetings.

Staff planning to attend the AMP Annual Conference in Columbus.

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

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, and also looking at other financing options.

Board/Staff looking into other Financing Options to fund the substation construction project, and as part of that, planning to meet AMP Financing Department to explore their (AMP's) Tax Exempt Member Financing Options to fund our project through them – **Staff continued to work on procuring the Financing for the project.**

BPA officials met AMP finance department staff and they have gone through the information they need from us to get the process to start. They need BPA financial information, State Audit Reports, and latest Rate Study/Cost of Service Study.

The BPA Board approved a Budgetary Construction Cost Estimate of \$10,373, 244 for the Substation Project, and ILMPA/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 Board approved a change order for ISC not exceed \$17,000

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

Site design is in process for construction of the Substation.

Discussing with Duke on an easement for storm water drainage from the substation site.

ISC completed the bid specifications for the Transformer and Breakers and sent to the Vendors.

Received and opened the bids on August 14, 2025 for the Transformer and Breakers.

ISC engineers have reviewed the bids from the vendors and made a Recommendation of Award of the Bid to Virginia Transformer Co. to supply two (2) Transformers at a Total Contract Price of \$2,791,692.91 (after the discount of 1.5% for 2 units) with the following payment terms:
30% Advance with Purchase Order
30% upon drawing submittal, net 30 days
40% invoiced at the time of shipment or upon moving to storage, net 30 days

There was a motion/second by Chairman Bowling/Trustee Haines to approve the purchase of Transformers as recommended by ISC for a Total Contract Price of \$2,791,692.91 from Virginia Transformer Co., with the above payment terms
All in favor - All Yeas. Motion carried.

ISC engineers have reviewed bids from the vendors and made a Recommendation of Award of the Bid to Siemens (CSI Utilities) to supply three (3) 138KV Circuit Breakers for a Total Contract Price of \$443,604 with the following payment terms:
30% Advance with Purchase Order
70% After the shipment

There was a motion/second by Chairman Bowling/Trustee Haines to approve the purchase of 138KV Circuit Breakers as recommended by ISC for a Total Contract Price of \$443,604 from Siemens (CSI Utilities) with above payment terms
All in favor - All Yeas. Motion carried.

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.

Staff continued to work 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 for the amount \$487,393.50 for base bid plus alternate#1, and the contractor has started working on this project.

As of 8/8/2025, the Contractor completed the construction work (substantial construction completion is done).

As of 8/19/2025, a final walk through was done, issues have been corrected and with this final completion of the project is done.

The project is completed with 100% grant money and it is underbudget. No local match for this project.

Orchard View /Orchard Circle water main replacement, storm sewer, sanitary sewer, and street resurfacing phase– 1 project - procured required funding in grants for this project.

The construction on this project is complete except the pavement.

Orchard View/ Orchard Circle water main replacement, storm sewer, sanitary sewer, and street resurfacing improvements phase - 2 project: Procured required funding of \$795,400 in grants for this project. Council approved and awarded the contract to Panetta Excavating Inc. Contractor started work on it.

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

The contractor currently is working on separation of sewer laterals.

Staff continued to meet and discuss with RCAP on GIS Mapping and working on Asset Management and Mapping.

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 (Funding is on hold due to President Trump's executive order).

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.
- **Stone Environmental Co. completed the Delineation study for Reservoir #3 as required by the USACE.**
- **Completed and submitted Loan/Grant Renomination Application to Ohio EPA to get the gap funding for the project.**
- **FEMA is moving forward with the funding awards and currently reviewing the documentation.**
- **FEMA is waiting on the Environmental Report which is currently being worked on by the USACE.**

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 - **We have received the reimbursement check for the USACE's portion.**

Submitted a Draw request #2 for an amount of \$249,969.65 for reimbursement. **We have received the reimbursement check for the USACE's portion.**

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 and is in final stage - Completed installation of 8" water main. Started patching the street to prepare for pavement. Working on yard repairs.

Project completed.

We had a preconstruction meeting with the Clearcreek Coatings, the Contractor for the Vine Street water tower rehab project and the work to start soon. This project is funded by \$499,900 grant from OPWC. Original Contract for Construction: \$341,450; Engineering: \$7,000; Inspection Services: \$52,600; Interior Coating Change Order: \$18,700; Additional Pit Filling Change Order: \$40,000; Tank Mixer Change Order: \$26,700 - **Rehab work on this project is completed.**

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.

Electric System:

Electric Distribution system operation – Continued to be normal.

Staff continued to work 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 AML system.

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

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

Staff working on upgrading the primary line on West Fancy Street.

Staff continued to work on systemwide improvements.

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 220 million gallons of storage available to treat and supply for about 16 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.

Staff continued to help sewer department on the 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.

Staff completed the CPR training.

Staff helping the police department with their shooting range.

1746 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 and yard restorations 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 WWTP and on the collection system.

Working on plant electric control systems wiring upgrade with contractor.

Staff worked on several cleanouts for customers.

Installed the new primary pumps and all 3 pumps are running well.

Repaired wiring on secondary pump and all 3 pumps are running well.

Pulled pump out from the Fancy Street Lyft Station and sent it to Buckeye Pumps for rebuilding it.

Televac been hired to clean sewer main between Fairground Rd. and Sen Circle.

Annual calibration of flow meters and lab scales have been completed.

Both the digester blowers need to be worked on. Staff continued to work on it.

Secondary Clarifier #1 needs rebuild of work gear. Staff continued to work on it.

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

Staff continued to work on grounds maintenance.

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 Chairman Bowling/Trustee Blocker at 8:08 PM to enter into executive session per ORC 121.22 G1 for the discussion of compensation for BPA employees

All in favor - All Yeas. Motion Carried

There was a motion/second by Chairman Bowling/Trustee Haines to exit the executive session at 8:18 PM
All in favor - All Yeas. Motion Carried

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

Robin Hillard	from	A-3-H to A-3-I
Jared Horner	from	W-2-F to W-2-G
Mike Shaw	from	W-3-G to W-3-H
Dennis Stewart	from	S-3-E to S-3-F

All in favor - All Yeas. Motion Carried

There was a motion/second by Trustee Blocker/Trustee Haines at 8:26 PM to close and adjourn the meeting
All in favor - All Yeas. Motion Carried.



James Bowling, Chairman



Donna Johnson, Clerk

Board of Public Affairs Meeting Minutes Appendix A
BILLS FOR SEPTEMBER 2025

VENDOR	TOTAL	VENDOR	TOTAL
IMPA	\$ 441,636.59	CERTASITE	\$ 649.6C
VILLAGE OF BLANCHESTER	\$ 18,974.00	GRAPHICS TO GO	\$ 150.0C
TREASURER STATE OF OHIO	\$ 1,243.00	MILLER SECURITY SERVICES	\$ 75.0C
CINTAS	\$ 1,561.58	THERMODYNE	\$ 35,954.75
ADVANCED AUTO PARTS	\$ 105.88	WATER SOLUTIONS UNLIMITED	\$ 11,845.31
DUKE ENERGY	\$ 410.52	IMPA SERVICE CORP	\$ 2,030.95
SPECTRUM ENTERPRISE	\$ 417.18	INVOICE CLOUD	\$ 1,416.74
LOWES	\$ 25.35	EIP	\$ 366.22
TELE VAC ENVIRONMENTAL	\$ 1,400.00	DUKE ENERGY	\$ 58.43
CHOICE ONE	\$ 195.80	PHOENIX INDUSTRIES	\$ 53,250.0C
HAWKINS	\$ 1,339.19	JUSTIN DICKMAN	\$ 3,266.6C
DUKE ENERGY	\$ 148.77	WALT'S HOME MAINTENANCE	\$ 800.0C
CANON	\$ 25.38	WINDY RIDGE LAND MANAGEMENT	\$ 8,800.0C
T & R ELECTRIC	\$ 14,366.42	PEREGRINE CORPORATION	\$ 1,129.27
PRIME FLEET SERVICES	\$ 1,495.00	P&P EXCAVATING	\$ 3,431.5C
CLINTON ELECTRICAL & PLUMBING SUPPLY	\$ 1,079.99	OHIO MUNICIPAL ELECTRIC ASSOCIATION	\$ 3,964.0C
OTC INDUSTRIAL TECHNOLOGIES	\$ 23,473.78	BODIE MECHANICAL SERVICES	\$ 1,057.5C
GREAT LAKES COMMUNITY ACTION	\$ 1,875.00	PANETTA EXCAVATING	\$ 2,805.0C
USA BLUEBOOK	\$ 283.60	IMAGINE THAT TOOL RENTAL	\$ 125.0C
BRECHBUHLER SCALES	\$ 525.00	UNITED SYSTEMS	\$ 393.85
ANIXTER	\$ 27,378.44	SUNRISE COOPERATIVE	\$ 483.8C
FRONTIER	\$ 860.08	CLERMONT COUNTY TREASURER	\$ 868.0C
SOFTWARE SOLUTIONS	\$ 22,146.69	WILSON EXCAVATING	\$ 22,826.7C
CAPLINGER SALES AND SERVICE	\$ 799.12	DIXON ENGINEERING	\$ 1,500.0C
US MOWER	\$ 532.79	PROJECT RESOURCES GROUP	\$ 1,491.65
VERIZON BUSINESS	\$ 868.85	KOI AUTO PARTS	\$ 20.51
JEREMY CANTER	\$ 150.00	JONES & HENRY	\$ 4,110.57
SUNRISE COOPERATIVE	\$ 2,087.95	VISA	\$ 1,154.72
TOTAL			\$ 729,431.82