

Board of Public Affairs Meeting Minutes – June 19, 2025

There was a regular meeting of the Blanchester Board of Public Affairs held on Thursday June 19, 2025.

This meeting was held at the Waste Water Treatment Plant.
The meeting was called to order at 6:30 PM by Chairman Bowling.

Attending was Chairman James Bowling, Trustee Dennis Blocker, Trustee Bob Haines, Director Ram Reddy, Council Member Lynn Lewis, Council Member John Hill, Council Member Marie Brooker, Residents James Ponder, Katy Duncan and Sewer Department Supervisor Matt Johnson, 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 Haines/Trustee Blocker to approve the bills listed in Appendix-A.
All in favor - All Yeas. Motion carried.

A motion/second by Chairman Bowling/ Trustee Blocker for a Recess at 6:48 PM to Tour the Wastewater Treatment Plant.
All in favor - All Yeas. Motion carried.

A motion/second by Chairman Bowling/Trustee Blocker to resume the Board Meeting at 7:26 PM
All in favor - All Yeas. Motion carried.

Chairman Bowling began the meeting with the Statement that the Board of Public Affairs (BPA) was created in 1903 and ran by 3 Elected Board Members (Trustees).

Public Comment:

Marie Brooker thanked the BPA Trustees for their services to the Citizens of the Village of Blanchester for years and also let them know, that she had been doing her homework as a new council member on the functioning of the governing bodies of the Blanchester so that she can make educated decisions as a council member for the benefit of the community. Also, she said that she had been looking into the pros and cons of hiring a Village Administrator that is again in discussions lately.

Matt Johnson thanking the Board for giving his best job ever.

Katy Duncan stating that she is completely satisfied with the BPA, especially having all utilities on one bill, and office staff able to work with residents when they need to extend their time on paying their bills.

Clerk's Report:

The Board changed the venue and date for the scheduled August Board meeting to be at the Water Treatment Plant on August 14th at 6.30 PM. Council Members and the Mayor will be invited, and the Board plans for a tour of Water Treatment Plant, update on the projects currently working on, projects recently completed, and the plans for potential future projects.

Staff discussed with the Board on issues with the pumps at WWTP. Board approved to purchase a pump.

A motion/second by Chairman Bowling/Trustee Blocker for the purchase of a second pump for the wastewater plant, not to exceed \$25K.

All in favor - All Yeas. Motion carried.

A motion/second by Chairman Bowling/Trustee Blocker to pay an estimated amount of \$109,000 for the local match portion of the Vine Street Water Tower Rehab Project from the Water Tower Fund. Work to begin end of this month or beginning of July.

All in favor - All Yeas. Motion carried.

A motion/second by Chairman Bowling/Trustee Blocker to approve the Calgon Carbon Company's quote of \$31,000 to exchange the GAC media in one of the filtration units at the Water Treatment Plant
All in favor - All Yeas. Motion carried.

Staff informed the Board that the Tanker for the Wastewater Plant sludge hauling to be completed in July.

Staff had a meeting with the engineers at Altec for final approval on the New Bucket Truck. It is scheduled to go for production in October 2025 and to be completed and delivered by end of 2025. This was ordered in 2021.

Chairman Bowling brought up the discussion of returning the future KWH Tax Revenue back to BPA from the General Fund. This KWH Tax Revenue contributed about \$4 million over last several years to the General Fund.

Also, there was a discussion on reducing the Electric Customer Service Charge

A Motion/second by Chairman Bowling/Trustee Blocker to reduce the Electric Customer Service Charge to \$18.50 contingent upon the council returning the KWH tax to the BPA.

All in favor: 2 yeas, 1 no, and Motion Carried.

Director

Staff continued to attend IMPA 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, Main Street Repair and Resurfacing and street improvements projects. Also, planning to work on some inhouse small projects using our own staff.

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 and the contractor has started working on this project.

Contractor completed majority of the water main installation work and waiting on the Rail Road to complete water main installation under the Rail Road Tracks. 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 main replacement, storm sewer, sanitary sewer, and street resurfacing phase– 1 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.
 - Storm sewer work is complete.
 - Started installing the new water main.
- Planning to complete the construction in August

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. Planning to start work on it in August.

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

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 the AMP Financing Department to explore their (AMP's) Tax Exempt Member Financing Options to fund our project through them.

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 Board approved a change order for not exceed \$17,000

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.

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.
- **Completed and submitted Loan/Grant Renomination Application to Ohio EPA to get the gap funding for the project.**
- **The ODNR indicated that there is some positive news on funding from FEMA.**

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

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.

Electric System:

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

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 AMI 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.

Stone Environmental completed the Delineation study for Reservoir #3 as required by the USACE.

Reservoir water storage levels: We have about 231 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 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 repaired water main leak on Ash Grove.

1743 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.

Johnson Electric worked on the controls for primary and secondary pumps. Still having some issues. Contacted Buckeye pumps to inspect the pumps

- Staff continued to work with Johnson Electric and Buckeye pumps on the issues.
- Ordered one New Pump and order on second Pump to follow.

Magna Rotor needs bearing replacement. Staff continued to work on it.

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 working on Secondary Clarifier #1. Ordered parts for repairs – waiting for 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 8:18 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

A motion/Second by Trustee Blocker/Chairman Bowling to exit executive session at 8:20 PM.
All Yeas. Motion Carried

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

Brayden Allen from W-4-E to W-4-F

Cody Snyder from E-4-K to E-3-K and change the classification from Lineman Class 3 to Lineman Class 2.

All in favor - All Yeas. Motion carried

A Motion/Second by Trustee Blocker/Chairman Bowling to close and adjourn the meeting at 8:21 PM
All Yeas. Motion Carried



James Bowling - Chairman



Donna Johnson, Clerk

Board of Public Affairs Meeting Minutes Appendix A

BILLS FOR JUNE 2025

VENDOR	TOTAL	VENDOR	TOTAL
IMPA	\$ 359,368.22	JONES & HENRY	\$ 84,784.99
VILLAGE OF BLANCHESTER	\$ 13,867.00	BDK	\$ 988.64
TREASURER STATE OF OHIO	\$ 855.00	U.S POSTAL SERVICE	\$ 188.00
CINTAS	\$ 1,497.04	TELE VAC ENVIRONMENTAL	\$ 1,400.00
ADVANCED AUTO PARTS	\$ 249.38	DUKE ENERGY	\$ 90.42
GREAT AMERICAN COMPLETE AUTO	\$ 949.28	S & H CONSULTING	\$ 11,315.00
EMERALD TRANSFORMER	\$ 3,703.60	JUSTIN DICKMAN	\$ 1,633.33
AMERICAN WATER WORKS ASSOCIATION	\$ 375.00	AMWELL	\$ 2,738.00
USA BLUEBOOK	\$ 1,274.24	USIC LOCATING SERVICES	\$ 1,009.52
WATER SOLUTIONS UNLIMITED	\$ 1,978.45	AIM MEDIA MIDWEST	\$ 130.00
PROSOURCE WATER PRODUCTS	\$ 238.75	TREASURER STATE OF OHIO	\$ 100.00
JM TEST SYSTEMS	\$ 148.48	PEREGRINE CORPORATION	\$ 1,046.34
THERMODYNE	\$ 18,503.00	AMP INC	\$ 200.00
LAKESIDE EQUIPMENT CORPORATION	\$ 4,625.00	AMERICAN WATER WORKS ASSOCIATION	\$ 375.00
FRONTIER	\$ 1,901.72	TREASURER STATE OF OHIO	\$ 3,283.68
EJP	\$ 1,354.00	CONNOR HOFFMAN	\$ 150.00
DUKE ENERGY	\$ 636.82	MASIS LABORATORIES	\$ 4,393.60
MAGULACS TIRE SERVICE	\$ 1,495.00	AG- PRO	\$ 131.16
VERIZON BUSINESS	\$ 2,319.68	PERFECTION PRINT MEDIA	\$ 242.50
BUCKEYE STATE PIPE & SUPPLY	\$ 1,540.57	BOARD OF PUBLIC AFFAIRS PETTY CASH	\$ 47.86
THE HOME DEPOT	\$ 733.32	RAM REDDY	\$ 87.16
SUNRISE COOPERATIVE	\$ 3,231.24	TOTAL	\$ 535,179.99

