

Board of Public Affairs Meeting Minutes – March 19, 2026

There was a regular meeting of the Blanchester Board of Public Affairs held on Thursday March 19, 2026 in the BPA Conference Room at the Municipal Building.

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, Mayor John Carman, Council Member Lynn Lewis, Council Member Marie Brooker, Matt Johnson Waste Water Department Supervisor, and Donna Johnson Business Mgr./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.

Public Comment

Marie Brooker spoke of a town resident complaining about the BPA and she urged them to attend the BPA Board Meeting, but they did not show up.

Matt Johnson (Wastewater Supervisor) Explained the basement flooding situation on Sean Circle for couple of residents. BPA staff won't be able to do anything to help them because of their basement elevation when compared to sewer main elevation. Staff recommend them to eliminate bathrooms in the basement or install a low-pressure grinder pump in the basement to pump it up, and close the existing drain line from the basement to avoid any future flooding issues. This area is located in a flood zone. The lift station on Fancy Street was installed before Sean Circle was built. The builder and/or the owners were aware of it.

Clerk

A motion/second by Trustee Haines/Trustee Blocker to approve the Quotes for repairing sewer lift station with a not to exceed amount of \$50,000.00
All in favor - All Yeas. Motion carried.

Question was raised on Landlord Policy: If a landlord does not sign the agreement, no Utilities will be turned on.
Board unanimously agreed to the above. All Yeas. Motion Carried.

A motion/second by Chairman Bowling/Trustee Haines to approve the Quote for the work on water towers with a not to exceed amount of \$15,000.00
All in favor - All Yeas. Motion carried.

Director

BPA and the Village officials planning to attend the upcoming IMPA Annual Conference.

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.

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

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.

Staff continued to work with AMP on this. Waiting on Auditors to complete the audit for the years 2023 and 2024.

BPA Board has approved a Budgetary Construction Cost Estimate of \$10,373, 244 provided by ISC for the Substation Construction Project, and IMPA/ISC staff working on 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 to exceed \$17,000.

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

Site design is in process for construction of the Substation.

Continued discussions 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 them 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 and the staff is still working on further discount) 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

Also, the staff previously negotiated a discount on transformers with Virginia Transformer Co. through ISC and accomplished a total discount of \$85,026.18.

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 plus additional amount for a set of spare parts from Virginia Transformer Co., with the above payment terms
All in favor - All Yeas. Motion carried.

Staff has negotiated the transformers delivery time to match the Siemens breakers delivery time so that all the equipment arrives about the same time to the substation site. There was an adjustment in the cost was made to accommodate the extension of delivery time and the parts cost. Board approved previously \$2,791,692.91 and the new total cost is \$2,939,132.00 with the adjustment of delivery time.

There was a motion/second by Chairman Bowling/Trustee Blocker to approve the amended VTC proposed cost of \$2,939,132 as discussed above.
All in favor - All Yeas. Motion carried.

Staff ordered the Substation Transformers as approved above by the Board by a P.O. for \$2,939,132 along with a check for 30% as advance payment.

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) plus additional amount for a set of spare parts with above payment terms
All in favor - All Yeas. Motion carried.

Staff ordered the 138 KV Circuit Breakers as approved above by the Board plus a set of spare parts by a P.O. for \$448,504 (\$443,604 for breakers + \$4,900 for a set of spare parts) along with a check for 30% as advance payment.

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.

Orchard View /Orchard Circle water main replacement, storm sewer, sanitary sewer, and street resurfacing phase – 1 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 working on this project.

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

The contractor completed the separation of sewer laterals.

The contractor completed installation of water main and currently is working on transferring the water service taps.

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

Staff continued to meet every month to discuss with RCAP, Ohio 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.
- USACE/ODNR/FEMA approved FONSI
- 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.
 - USACE completed the process and approved it now, and forwarded it to ODNR/FEMA.
 - ODNR accepted it and forwarded it to FEMA
 - FEMA has accepted it and approved it.
- **With partial Government shutdown, the final approval process on funding from FEMA is getting delayed.**
- **Staff discussed the project schedule (potential) update with Board**
- **We have received a sample contract for review from ODNR for the FEMA funding and our Solicitor is reviewing it.**

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

Staff planning to apply for CDBG/OPWC grant funding for S. Wright Street water main replacement and street improvements project. Also, planning to apply for Fancy Street Water Tower Rehab Project.

Electric System:

Electric Distribution system operation – Continued to be normal with minor issues with the system due to inclement weather, and minimal number of outages to customers.

We have hired two (2) Journeyman Licensed Linemen. With this we have now 2 apprentices and two linemen, and a supervisor for the department.

Staff working on restoring/replacing distribution system (tree trimming, replacing poles, and transformers, etc.) in the areas that were damaged during the storm.

Staff continued to work on balancing the loads on distribution feeders to handle the loads efficiently during the cold weather and upcoming summer ac loads.

Staff working with an Industrial customer who is having power quality issues due to Duke’s incoming power.

Staff worked on second creek primary line.

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 as weather and time permits.

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

Staff working on upgrading the primary line on West Fancy Street as weather and time permits.

Staff continued to work on systemwide improvements – continued

Water System:

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

Jared is taking care of the water treatment plant and distribution operations and maintenance. He is temporarily authorized by the Ohio EPA to be the operator of the record.

Staff working with vendors on water towers cleaning, inspection, and installation of Cathodic Protection.

Staff looking into procuring the grant funds for rehab work on the Fancy Street water tower.

Altitude valve in the Fancy Street Water tower has not been functioning properly due to excessive wear. Ordered the replacement parts . Costing \$3,842. Staff will put it together – waiting for the parts

Reservoir water storage levels: We have about 218 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 emergency generator for booster station.

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.

1752 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.

Staff continued to work on plant electric control systems wiring upgrades with the contractor.

Staff worked on several cleanouts for customers.

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

Secondary Clarifier #2 needs rebuild of work gear. Estimated cost \$85,000. Just received a quote for \$57,000 for the unit and we will be able to install it using the inhouse staff. It saves us about \$30,000. Staff continued to work on it.

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

Broadway lift station needs to be refurbished. Has issues with pumps, electrical control panels, piping, and corroded and rusted guided rails and structural steel. Currently we have a rental pump in use at this station. Board approved the funding and the staff working on it.

Staff continued to work on grounds maintenance.

Old Semi-Truck and the trailer had been listed on Government Auction Site for sale - sold.

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 7.22 PM to enter into executive session per ORC 121.22 G1 for the discussion of BPA employees. All in favor - All Yeas. Motion Carried

There was a motion/second by Chairman Bowling/Trustee Blocker to exit the executive session at 7:51 PM All in favor - All Yeas. Motion Carried

The Board took the following action unanimously:

- Remove Sean O'Toole, the sewer department employee from probation, and move his pay from S-3-H to S-3-I
- Place Wayne Moore on Paid Administration leave pending further review.

There was a motion/second by Chairman Bowling/Trustee Blocker to close the Meeting at 7:55 PM. All in favor - All Yeas. Motion carried.



James Bowling, Chairman



Donna Johnson, Clerk

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BILLS for MARCH 2026

VENDOR	TOTAL	VENDOR	TOTAL
IMPA	\$ 603,902.44	JERRYS WELDING SUPPLY	\$ 121.00
VILLAGE OF BLANCHESTER	\$ 25,890.00	INVOICE CLOUD	\$ 1,712.72
TREASURER STATE OF OHIO	\$ 2,011.00	DUKE ENERGY	\$ 1,287.82
CINTAS	\$ 637.33	JAMES BOWLING	\$ 745.03
TELE VAC ENVIRONMENTAL	\$ 4,677.50	REILLY HOPKINS	\$ 130.20
ADVANCED AUTO PARTS	\$ 713.54	JUSTIN DICKMAN	\$ 3,266.74
DUKE ENERGY	\$ 1,925.38	DONNA JOHNSON	\$ 74.82
SPECTRUM ENTERPRISE	\$ 420.44	VERIZON	\$ 858.99
MASI LABORATORIES	\$ 581.25	ALLIED TECHNICAL SERVICES	\$ 5,151.24
DENNIS STEWART	\$ 149.07	ANIXTER	\$ 2,381.72
SUNRISE COOPERATIVE	\$ 2,355.42	GFS CHEMICALS	\$ 582.43
BDK	\$ 307.71	GRAINGER	\$ 990.87
ALTEC INDUSTRIES	\$ 3,315.11	JOSHS TRUCK & TRAILER REP	\$ 2,907.32
BUCKEYE STATE PIPE & SUPPLY CO	\$ 1,193.61	CAPLINGER SALES AND SERVICE	\$ 1,295.93
MILLER SECURITY SERVICES	\$ 75.00	VISA BILL	\$ 3,729.79
FRONTIER	\$ 1,351.99	PEREGRINE CORPORATIONS	\$ 1,151.90
CERTASITE	\$ 600.00	DUKE ENERGY	\$ 87.86
STANLEY J. BOLA	\$ 780.00	PROSOURCE WATER PRODUCTS	\$ 1,031.25
HAWKINS	\$ 1,423.81	S & H CONSULTING	\$ 489.00
BONDED CHEMICALS	\$ 3,192.00	EIP	\$ 2,191.95
		VISA BILL FOR VILLAGE/PAID	
R&R TOOL	\$ 576.00	ELEVATOR PERMIT WITH VISA	\$ 108.98
CORE & MAIN	\$ 3,373.42	BETHESDA HEALTHCARE	\$ 59.00
EIP	\$ 775.75	CINTAS	\$ 1,020.45
LYKINS PROPANE	\$ 1,581.18	RAM REDDY	\$ 600.00
JOHN CARMAN		TOTAL	\$693,930.96