

Board of Public Affairs Meeting Minutes – January 4, 2024

There was a regular meeting of the Blanchester Board of Public Affairs held on Thursday January 4, 2024. The meeting was called to order at 7:05 pm by Chairman James Bowling.

Attending were Chairman James Bowling, Trustee Robert Haines, Trustee Dennis Blocker, Director Ram Reddy, Clerk Regina Johnson, and Donna Johnson.

Chairman James Bowling swore in re-elected Trustees Dennis Blocker and Bob Haines.

The Board approved Calendar for 2024 Board Meetings.

A motion/second by Trustee Blocker/Trustee Haines to approve.

All in favor – All Yeas. Motion carried.

There was a discussion to nominate the Board Chairman

A motion/Second by Trustee Haines/Trustee Blocker to re-appoint James Bowling as Chairman of Board of Trustees of Public Affairs

All in favor – All Yeas. Motion Carried

A motion/second made by Trustees Blocker/Haines to re-appoint all existing BPA employees

All in favor – All Yeas. Motion carried.

There was a motion/second by Trustee Haines /Trustee Blocker 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 temporary approval of the Budget for 2024 was given by the Council.

A motion/second by Bowling/Haines for the approval to pay Bill Strange Sons an amount of not to exceed \$2,000 to take down and replace a new door in the office area.

All in favor - All Yeas. Motion carried.

Staff working with SSI on upgrading the billing software to VIP – continued

Discussed adding a fee to customers that use credit cards to pay their bill. This was tabled at this time.

Staff to research and present the information for Board's review and approval -continued

New Water Rules & Regulations were handed out to the Board for review and approval. Water Department likes to use and implement them with the Board's approval ASAP - APPROVED

Director:

Staff updated the Board on funding and status of all the projects currently in process.

Applied for OPWC grant funding for Lazenby Street Water Main Replacement and Street Resurfacing project to procure rest of the funding for Engineering and Construction of this project. This project has scored well in District 10 and been sent to OPWC for funding.

Applied for OPWC grant funding for Orchard View/Orchard Circle Water Main Replacement and Street Resurfacing project to procure rest of the funding for Engineering and Construction of this project. This project has scored well in District 10 and been sent to OPWC for funding.

Procurement of land for substation construction is complete. Continued to work on construction plans, design, and funding for the project. We have provided information and requested AMP to include our projects in the concept paper submitted by them on behalf of the members for DOE funding under the RIP Topic 1 for this project and also for the Distribution system upgrade. We have asked funding for a projected cost of \$9,000,000 for Substation Construction and \$10,000,000 for the Distribution System Upgrade including system conversion from 4.16 KV to 12.47 KV.

Staff continued to work with RCAP on the project to identify and map lead water service lines. Staff continued to meet and discuss with RCAP on this project.

Staff continued to meet and discuss with RCAP, EPA, USACE, ODNR and Jones & Henry on the Reservoir #3 project approvals and funding. Current cost estimation to complete this project is about 3.3 million dollars.

Applied for funding for Reservoir #3 project through Senator Brown's Office from Congressionally Directed Spending(CDS) funds – in contact with Senator's staff.

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

Preparation of specifications and bid documents to bid for rehab work on Vine Street Elevated Storage Tank is in process.

Also, we have reapplied for funding for this project from ODOD to replace the tower with new one.

BP Gas Station & convenience store is under construction. BPA staff is working with their contractor on extending the utility services.

Electric System:

Electric Distribution system operation – Continued to be normal with minor outages here and there mostly due to Duke's incoming wholesale power.

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 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 system improvements.

Water System:

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

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

Staff continued to work with vendors on the cost information for potential repairs and maintenance of water towers on Vine and Fancy Streets, and is in process of review.

Part of the funding required for Vine Street Water Tower Rehab is approved by OPWC (\$500,000) through funding allocation for Small Governments. Applied for rest of the funding from Ohio EPA and ODOD.

Staff helping sewer department on plant and other equipment repairs.

Reservoir water storage levels: We have about 187 million gallons of storage available to treat and supply for about 17 months at the current flow rate to our residents and neighboring water haulers.

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

Staff continued to help water and electric meter reading.

Staff continued to work with the Ohio EPA on Source Water Protection Plan: Source Water Protection Plan is approved by the Ohio EPA.

Staff continued to install AMI Water Meters with continued delays and issues in getting the material delivered by the vendors. 1648 AMI meters have been installed to-date and 1640 are in service to-date. Staff continued to work with engineers, contractors, and funding and plan approval agencies for Reservoir Number – 3 Improvements Project:

- Finally, the specifications and construction plans have been approved by the ODNR for construction.
- Submitted plans to Ohio EPA and paid the fee for their review and approval for construction – in process.
- Emergency Action Plan has been approved by the ODNR.
- FEMA has released the NOFA and the ODNR will be applying for funding on behalf of the Village/BPA for the reservoir #3 project soon.

Staff continue to work on grounds maintenance.

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 collection system.

Staff worked on several cleanouts for customers.

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

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

Tele-Vac has been hired to clean the sewer main on Cherry Street between Vine and Supinger Streets.

Board approved to purchase the pre-treatment equipment Bar Screen/Rake Assembly at a cost of \$122,748 and Grit Screw Conveyor and Grit Classifier at a cost of \$56,062 plus the installation costs for the both. The equipment is about 29 years old and way surpassed its life expectancy of about 15 years, and having ongoing expensive repairs – The equipment has been ordered and trying to get more quotes for installation – Continued.

New Bar Screen and Rake Assembly arrived and waiting for the New Grit Classifier to Arrive. Getting quotes from the Vendors to install this equipment.

Staff continued to work on grounds maintenance.

Other Business

There was a motion/second by Trustee Blocker/Trustee Haines at 8.10 pm to move to executive session 121.22 for the discussion of compensation for employees.
All in favor - All Yeas. Motion Carried

There was a motion/second by Trustees Haines/Blocker to exit executive session at 8.21 pm
All in favor - All Yeas. Motion Carried

The following reclassification was approved by the Board Unanimously for a BPA Employee:

- Donna Johnson from A-3-J to A-2-B beginning 1/15/2024.
- All in favor - All Yeas. Motion Carried

Motion/Second by Chairman James Bowling/Trustee Blocker to start paying \$25 per pay period to Chris Reily a Water Department Employee for Distribution Class – 1 License
All in favor - All Yeas. Motion Carried

Motion/Second by Trustees Haines/Blocker to close the Board meeting at 8.33 pm.
All in favor - All Yeas. Motion Carried



James Bowling - Chairman



Donna Johnson, Clerk

Board of Public Affairs Meeting Minutes Appendix A

Bills for January 2024

VENDOR	TOTAL	VENDOR	TOTAL
ADVANCE AUTO PARTS	\$113.06	IONWARE	\$450.00
PITNEY BOWES	\$400.00	OHIO UTILITIES PROTECTION SERVICE	\$550.96
IMPA	\$458,804.06	SPECTRUM BUSINESS	\$413.34
CINTAS	\$1,751.69	DUKE	\$1,154.16
TREASURER, STATE OF OHIO	\$933.00	SMITH & LOVELESS INC	\$60,348.00
VILLAGE OF BLANCHESTGER	\$15,378.64	BLANCHESTER AREA CHAMBER OF COMMERCE	\$75.00
WALTS HOME MAINTENANCE	\$5,300.00	CHW MECHANICAL SERVICES	\$2,547.91
USA BLUEBOOK	\$209.93	MIAMI PRODUCTS & CHEMICAL COMPANY	\$435.00
VERIZON	\$813.94	BILL STRANGE & SONS	\$887.63
USIC LOCATING SERVICES	\$3,178.99	ALLOWAY	\$140.00
THERMODYNE ENGINEERING	\$8,293.73	SMITH & LOVELESS INC	\$90.00
TELE-VAC	\$1,200.00	KILEY TREE SERVICE	\$12,705.00
PITNEY BOWES	\$797.98	GFS CHEMICAL	\$507.32
QUAD COUNTY SERVICE AND REPAIR	\$1,486.80	MIAMI PRODUCTS & CHEMICAL COMPANY	\$515.00
MIAMI PRODUCTS & CHEMICAL CO	\$515.00	S&H CONSULTING	\$85.00
MATT JOHNSON	\$150.00	ALLOWAY	\$140.00
FRONTIER	\$1,397.48	BUCKEYE STATE & PIPE	\$1,104.56
DUKE	\$540.87	MIKE SHAW	\$150.00
DUKE	\$1,066.41	CHOICE ONE ENG	\$1,148.00
DEFRIES COPP	\$525.00	VISA	\$2,921.46
STANLEY J BOLKA	\$780.00	LAKESIDE FARMS	\$3,800.00
BDK FEED & SUPPLY	\$253.67	DENNIS STEWART	\$150.00
KOI	\$569.50	FRANK RINEAIR	\$150.00
OHIO CAT	\$314.14	TREASURER STATE OF OHIO	\$2,600.00
LYKINS OIL	\$737.76	BLANCHESTER AREA CHAMBER OF COMMERCE	\$75.00
AUTOZONE	\$16.07	CLINTON ELEC & PLUMBING	\$487.97
JUSTINE DICKMAN	\$1,633.37	LYKINS OIL CO..	\$1,562.45
CITY OF WILMINGTON LABORATORY	\$1,040.00	PITNEY BOWES INC	\$1,666.57
MASI ENVIRONMENTAL	\$296.50		
		TOTAL	\$605,357.92