Board of Public Affairs Meeting Minutes – September 17, 2026

There was a regular meeting of the Blanchester Board of Public Affairs held on Thursday September 17, 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 Robert Haines, Director Ram Reddy, Mayor John Carman, Council Member Lynn Lewis, Council Member Marie Brooker, Matt Johnson Wastewater Supervisor, and Donna Johnson Business Mgr./Clerk.

There was a motion/second by Chairman Bowling/Trustee Blocker to approve the minutes.
All in favor - All Yeas. Motion carried.

A motion/second by Chairman Bowling/Trustee Haines to approve the bills listed in Appendix-A.
All in favor - All Yeas. Motion carried.

A motion/second by Chairman Bowling/Trustee Haines to move Executive Session before Clerk Report.
All in Favor – All Yeas. Motion Carried.

Public Comment

Council Member Brooker asked if the apartments above the Grind was Billed Separately.
BPA to verify and let her know.

Clerk

Tyler McCollister asked about installing a dump station on his property for the Port-O-Lets. Does he need a permit etc. James Bowling advised they will look into this and let him know by next meeting.

Complaint from owner on the building at 204 S. Broadway. Was unaware of the past due balance on the tenant's utility Bill. She demands we do something to get it paid. We have been working with the tenant for the past 6 years and it is coming down. Chairman Bowling wants to be kept informed on this account.

A motion/second by Chairman Bowling/Trustee Blocker to approve quote from Stapleton Electric as recommended by the sewer department.
All in favor – All Yeas. Motion carried.

Submitted Resolution 2026.108 for Lein on 7702 State Route 123, Blanchester, Oh.
Unanimous vote to Suspend the rules on three readings. Motion Carried.
Resolution Signed

Resident/Customer Fred Jones complaining about a tree that supposedly BPA killed while trimming. Asking for $500.00. Unanimous vote to purchase a Japanese Maple tree and deliver it to Fred Jones.

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.

The U.S. Department of Energy (DOE) has officially awarded AMP $2.88 million under the Rural and Municipal Utility Cybersecurity (RMUC) grant program, and our utility (BPA) is one of the 68 communities named to participate in the resulting Cyber 360 Program.

In return, BPA receives annual cybersecurity assessments with a tailored improvement roadmap, a managed cybersecurity awareness solution, training and educational webinars, hands-on enrollment in free and low-cost CISA and ISAC services, and membership in AMP's Threat Information Sharing Group — all of this work and services are federally funded over a three-year program through AMP – **continued to work with AMP management staff.**

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 construction site had been cleared and a sign for the new substation had been installed.

Site design is in process for construction of the Substation.

Easement from Duke for storm water drainage from the new substation site is finalized and recorded. There was one time payment of $16,270 had been made to Duke's Real Estate Department based on the appraisal for the Easement.

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 Transformers 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 a negotiated discount of 1.5% for 2 units and the staff is still in negotiation for 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

We were able to negotiation with Virginia Transformer Company (VT) through ISC staff, and we were able to accomplish a total discount of $85,026.18 for the Transformers.

The Board has approved 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.

Following the Board's approval staff 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.

The Board has approved the amended VTC proposed cost of $2,939,132 as discussed above.

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

The Board has approved 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.

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.

The Board gave approval to make a 2nd payment of $802,639.20, 30% of the total cost following the drawings submittal per the contract, to Virginia Transformers (VTC), and staff made the payment to VTC as approved by the Board.

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.

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.
Contractor completed the work. Walk-thru and punch list is complete and contractor is taking care of it.

Orchard View/ Orchard Circle water main replacement, storm sewer, sanitary sewer, and street resurfacing improvements phase - 2 project:
The projected potential local match for this project is to be $0.00.
Contractor completed the work. Walk-thru and punch list is complete and contractor is taking care of it.

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 (65% Federal and 35% Local Match that include State funds). So far, we have secured grants form OPWC, USACE, and ODNR/FEMA for this project. , and working Ohio EPA funding.

Following is the information Miles stones reached and the Current Status on the Project (Reservoir #3 Improvements):

- Procured OPWC funding of $690,480 ($803,600 available for project)
- Procured USACE funding of $1,425,000 (1,500,000 total available for project)
- ODNR - final design and construction plans approvals – complete
- Ohio EPA reviewed and approved construction plans
- USACE reviewed and approved construction plans.
- Entered into PMP agreement with USACE
- Emergency Action Plan has been submitted and approved by the ODNR.
- FEMA has released the NOFA
- ODNR applied for funding on behalf of the Village/BPA for rest of the funding for construction.
- Staff submitted a **2026** project nomination for EPA funding to meet the local match or gap funding for Reservoir #3.
- Completed Survey work on Deeds for the land associated with the Reservoir #3 and submitted it to USACE as required.
- Stone Environmental Co. completed the Delineation study for Reservoir #3 as required 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 - 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.
- USACE/ODNR/FEMA approved FONSI
- USACE completed the process on Environmental Report and forwarded it to ODNR.
- ODNR accepted it and forwarded it to FEMA.
- FEMA accepted and approved it.
- FEMA completed reviewing the documentation.
- FEMA is moving forward with the funding award.
- FEMA approved a Grant for $1,984,868 ($2,393,560 total available for the project)
- ODNR prepared the agreement and sent us for review and execution - complete
- ODNR officially agreed to reimburse any potential expenses incurred from May 11, 2026.
- BPA Solicitor reviewed the agreement and approved it.
- Mayor & the ODNR completed the execution of the Agreement
- **Staff discussed potential schedule update with the Board.**
- Bidding process – complete
- Review and recommendation are completed by Jone and Henry Engineering Co.

- Council passed Resolution authorizing the mayor to apply for Ohio EPA (WSRLA) loan at 1.0% interest for 30 years term for the local match portion – **submitted application for WSRLA loan of $83,957 ($378,295 available for project) and continued to work with Ohio EPA and OWDA on loan approval process.**
- Quarterly report had been prepared and submitted to ODNR
- Justin (BPA Attorney) completed title opinion on reservoir #3 real estate for Ohio EPA as a part of the loan application.
- **Board discussed about the condition of access road to construction area and also about the subcontractors.**

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.

Continued to work on funding from OPWC for Fancy Street Water Tower Rehab Project. As a part of this, Council has passed Resolution authorizing the mayor to apply for OPWC funding for the Fancy Street Water Tower Rehabilitation Project.

Board unanimously approved $8,000 for Choice One Engineering Co. to do the engineering for Fancy Street Water Tower Rehab Project. **Engineering work is complete.**

Prepared and submitted an application to OPWC for a funding of $500,000 (90% grant and a 10% of it as loan at 0% interest for 20 years term).

Electric System:

Electric Distribution system operation – Continued to be normal with minimal weather-related issues and outages.

Staff continued to take care of the day-to-day operations, and working on preventive maintenance on the distribution system.

Staff continued to work 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 heating, and summer cooling loads.

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 upgrading the primary line on Center Street and Second Creek.

Staff continued to work on upgrading the primary line on West Fancy Street.

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 continued to take 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 continued to work with the legal firm on PFAS Class Action Law Suit.

Staff working with the vendors on Radio communications and SCADA system issues.

Staff getting quotes/proposals to repair asphalt areas that were damaged during water leak repairs.

Repaired a major water leak at the sewer plant that helped in cutting down the WTP operation time.

Staff fixed a water leak at the ballpark.

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 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 continued to work on clearing the brush around the reservoirs as time and 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.

Staff continued to work on grounds maintenance.

Staff getting the equipment ready for sludge hauling and plans to start as soon as the fields are harvested by the farmers.

Ordered portable pump to pump sludge from the lagoon as approved by the Board.

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 6:50 PM to enter into executive session per ORC 121.22 G1 to Discuss, Discipline and Compensation of BPA employees, and legal matter. All in favor - All Yeas. Motion Carried

There was a motion/second by Chairman Bowling/Trustee Blocker at 7:15 PM to exit executive session. All in favor- All Yeas. Motion Carried

There was a motion/second by Chairman Bowling/Trustee Blocker to re-instate Wayne Moore to the supervisor position with a salary at the rate of W-1-K for a Probationary period of 6 months. Any violations during probation period leads to an automatic termination of employment.
All in favor- All Yeas. Motion Carried.

Board discussed with staff and the Solicitor about Bodie Mechanical Servies and their reply stating that they are not being able to complete the job they have agreed to.
Unanimous decision to go ahead and have our Solicitor submit paperwork to file a lawsuit for the amount we have already paid, agreeing to additional salary of $300.00 an hour for Solicitor services. This is outside normal work according to contract.
Unanimous vote to proceed with Lawsuit.
All Yeas. Motion Carried.

There was a motion/Second by Chairman Bowling/Trustee Haines to close the meeting at 8:20 PM.
All in favor- All Yeas. Motion Carried.

James Bowling, Chairman

Donna Johnson, Clerk

Board of Public Affairs Meeting Minutes Appendix A

BILLS for September 2026

VENDOR	TOTAL	VENDOR	TOTAL
IMPA	$ 467,264.50	AIM MEDIA MIDWEST	$ 893.35
VILLAGE OF BLANCHESTER	$ 18,855.00	STANLEY J. BOLKA	$ 975.00
TREASURER STATE OF OHIO	$ 1,174.00	JUSTIN DICKMAN	$ 400.00
CINTAS	$ 2,076.76	IMPA SERVICE CORP	$ 6,933.00
CINTAS	$ 419.79	BRECHBUHLER SCALES	$ 543.82
ADVANCED AUTO PARTS	$ 193.65	SUNRISE COOPERATIVE	$ 4,069.67
DUKE ENERGY	$ 442.65	BONDED CHEMICALS	$ 3,234.00
JUSTIN DICKMAN	$ 2,083.33	MILLER SECURITY SERVICES	$ 75.00
MASI LABORATORIES	$ 3,766.15	SOFTWARE SOLUTIONS	$ 23,254.03
JONES & HENRY	$ 1,498.48	AMERICAN ELEAVATORS	$ 107.76
DUKE ENERGY	$ 152.37	VERIZON WIRELESS	$ 858.99
FRONTIER	$ 1,432.29	DUKE ENERGY	$ 68.35
USABLUEBOOK	$ 632.89	BDK	$ 519.29
ANIXTER	$ 10,714.82	PEREGRINE CORPORATIONS	$ 705.73
DANCE FS LLC DBA DANCE STEEL & FARM SUPPLY	$ 546.60	VISA	$ 2,400.32
RAWDON MYERS INC.	$ 1,100.00	PRIME FLEET DIELECTRIC	$ 2,895.00
NECO	$ 3,776.00	INVOICE CLOUD PAYMENT	$ 1,517.43
AG-PRO	$ 247.75	WALTS HOME MAINTENANCE	$ 400.00
BUCKEYE STATE PIPE & SUPPLY CO	$ 594.66	RUSTY HAMPTON	$ 74.98
CLINTON ELECTRICAL & PLUMBING SUPPLY	$ 80.93	TOTAL	$ 569,989.53
HAWKINS	$ 2,109.75		
HACH	$ 901.44		