

Board of Public Affairs Meeting Minutes – April 4, 2024

There was a regular meeting of the Blanchester Board of Public Affairs Thursday April 4, 2024. The meeting was called to order at 7:01PM by Chairman James Bowling.

Attending was Chairman James Bowling, Trustee Robert Haines, Trustee Dennis Blocker, Director Ram Reddy, Mayor John Carman, John Hill Council Member, Lynn Lewis Council Member, Wayne Moore Water Department Supervisor, Paul Daniels Street Department Supervisor, Donna Johnson Business Manager/Clerk, and James Constable.

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

James Constable had a question about the Grants being applied for the Electric Dept upgrade projects (one for 9 million dollars and the second for 10 million dollars). He wanted to know if this was 100% funded or would there be a loan on the projects. Board informed him it was too early to know at this time as the Grants have been recently applied for.

Clerk's Report:

Presented the signed contract from our side for the Cell Tower Lease, this was previously agreed with the Board.

A motion/second by Chairman Bowling/Trustee Blocker to go ahead to send the contract to Crown Castle.
All in favor – All Yeas. Motion Carried.

A brief discussion was made regarding Credit Card Fees. The Board went ahead and agreed for a Credit Card charge to cover some of our costs.

A motion/second by Chairman Bowling/Trustee Blocker for \$3.25 charge for credit card fees.
All in favor – All Yeas. Motion Carried.

There was a lengthy discussion by the Board on 2024 BPA Budget. Board reviewed the Budget for Electric, Water, and Sewer Departments in detail, and came to an understanding on the rate adjustments needed for each department to generate enough revenue to keep up with operating, maintenance increases and for the capital improvements needed.

A motion/second by Chairman Bowling/Trustee Blocker to recommend the Council for an approval of a 4% rate increase from the beginning of May 2024, and another rate increase of 4% beginning from January 2025 for the Sewer Department
All in favor - All Yeas. Motion carried.

A motion/second by Chairman Bowling/Trustee Blocker for an increase of 8% from the beginning of May 2024 for Water Department
All in favor - All Yeas. Motion carried.

A motion/second by Chairman Bowling/Trustee Haines for an increase of 15% from the beginning of May 2024 for Electric Department
All in favor - All Yeas. Motion carried.

A motion/second by Chairman Bowling/Trustee Blocker for approval of \$72,000.00 for the Baldwin Street Water Main Repairs/Replacement Project
All in favor - All Yeas. Motion carried.

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 – **Waiting for the OPWC approval.**

Applied for OPWC grant funding for Orchard View/Orchard Circle Water Main Replacement and Street Resurfacing phase – 2 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 – **Waiting for the OPWC approval.**

Orchard View/Orchard Circle Water Main Replacement and Street Resurfacing phase – 1 design and engineering are complete and is in bidding process.

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 GRIP 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 the Substation Construction and \$10,000,000 for the Distribution System Upgrade including System Conversion from 4.16 KV to 12.47 KV.

Continued to work with AMP and providing the information on system improvements we have made in last 3 years along with the costs as required by the DOE - **waiting for the DOE approval.**

Staff submitted a 2024 project nomination for EPA funding for Reservoir #3.

Staff submitted a 2024 project nomination for EPA funding for Vine Street Water Tower Rehab.

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 3.6 million dollars. So far, we have acquired about 2.2 million dollars through OPWC and USACE for this project. Submitted a preliminary application through ODNR to FEMA (HHPD Grants) for procuring rest of the funding for Reservoir Number – 3 Improvements – **Waiting for response from FEMA/ODNR.**

Applied for funding for Reservoir #3 project through Senator Brown's Office from Congressionally Directed Spending (CDS) funds – in contact with Senator's staff, and Also trying for the same through Congressman Wenstrup's office.

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 ODDOD to replace the tower with new one.

West Fancy Street Phase – 2 water main replacement and street resurfacing project - Total cost \$507,275.00 (CDBG Grant \$500,000.00 (Local match \$37,275.00). Completed survey, established right-of-way, and design is in process, and getting ready to bid the project in next few weeks or by summer.

Electric System:

Electric Distribution system operation – Continued to be normal with minor outages and voltage issues 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.

The Board has approved water towers inspection for a not to exceed amount of \$5,000 by Complete Restoration, LLC.

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

Repairs to emergency generator have been completed by Quad County Service and Repair Co. and it is back in service.

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 Also, applied for replacement of the water tower - grant of \$1.7 million from ODOD – **Waiting for response from ODOD.**

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.

Orchard View water, storm sewer, sanitary sewer, and street resurfacing phase – 1 project -procured required funding. Total estimated project Cost is \$735,150.00 (OPWC Grant \$500,000.00, OPWC Loan \$235,940.00 at 0% interest, ODOD Grant funds \$209,690.00, and Local match \$25,460.00 which is shared by water and street departments at 40%/60% respectively). Completed design and engineering and we are in bidding process.

Orchard View water, storm sewer, sanitary sewer, and street resurfacing phase – 2 project - procured most of the required funding and applied for the rest. Total estimated project cost is \$795,400.00 (applied for OPWC Grant \$300,000.00, Has approved funds of \$495,400.00 from ODOD, and potentially the local match for this project is \$0.00). Planning to start working on the design in June/July of 20024.

Staff helping sewer department on plant and other equipment repairs.

Reservoir water storage levels: We have about 235 million gallons of storage available to treat and supply for about 22 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 install AMI Water Meters with continued delays and issues in getting the material delivered by the vendors. 1700 AMI meters have been installed to-date and 1696 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 – review in process.
- Entered into PMP agreement with USACE
- Emergency Action Plan has been approved by the ODNR.
- FEMA has released the NOFA and the ODNR is in process of applying for funding on behalf of the Village/BPA for the reservoir #3 project.

Newly hired employee for water department has left for more money.

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.

Panetta excavating co. has replaced a trunk line on north end of Watkins Rd. – Cost – Time and Material

Repaired pump has been back in service for wet well.

Staff worked on several cleanouts for customers.

A new water pump has been ordered for the backup generator – waiting for parts.
Staff working on Secondary Clarifier #1. Ordered parts for repairs – waiting for parts.

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 (New Bar Screen and Rake Assembly, and New Grit Classifier) ordered has arrived, and getting quotes from vendors for installation – Continued.

Staff continued to work on grounds maintenance.

Other Business

None

Motion/Second by Chairman Bowling/Trustee Blocker to close the Board meeting at 9:03 pm.
All in favor - All Yeas.



James Bowling - Chairman



Donna Johnson, Clerk

Board of Public Affairs Meeting Minutes Appendix A

Bills for April 2024

| VENDOR | Amount | VENDOR | Amount |
|-----------------------------|---------------|-----------------------------|---------------|
| ADVANCED AUTO PARTS | \$ 173.25 | IRWIN FIRE EWUJIPMENT CO | \$ 370.00 |
| IMPA | \$ 466,894.05 | CINTAS | \$ 2,412.91 |
| TREASURER STATE OF OHIO | \$ 1,695.00 | VILLAGE OF BLANCHESTER | \$ 22,803.71 |
| REIMBURSEMENT FOR IMPA MEET | \$ 206.09 | THOMASSON COMPANY | \$ 14,860.00 |
| USED GAS DRYER FOR WATER | \$ 300.00 | KOI AUTO PARTS | \$ 371.35 |
| USIC LOCATING SERVICES | \$ 545.35 | MASI LABORATORIES | \$ 1,271.10 |
| DICKMAN LAW OFFICE | \$ 1,633.33 | COMPLETE RESTORATON | \$ 2,292.50 |
| PITNEY BOWES | \$ 875.33 | STANLEY J. BOLKA | \$ 780.00 |
| CORE & MAIN LP | \$ 1,607.81 | CERTASITE | \$ 288.88 |
| MIAMI PRODUCTS&CHEMICAL | \$ 1,062.00 | MIAMI PRODUCTS&CHEMICAL | \$ 515.00 |
| CAPLINGER SALES & SERVICE | \$ 108.66 | BONDED CHEMICALS | \$ 1,828.00 |
| COOKS ELECTRIC | \$ 250.00 | USA BLUEBOOK | \$ 40.72 |
| BUCKEYE STATE PIPE & SUPPLY | \$ 1,146.00 | DUKE ENERGY | \$ 91.35 |
| USA BLUEBOOK | \$ 174.49 | MAGULAC TIRE SERVICE | \$ 1,950.00 |
| ANIXTER INC | \$ 283.56 | IMPA SERVICE CORP | \$ 7,443.50 |
| BUCKEYE PUMPS | \$ 161.44 | UNITED SYSTEMS& SOFTWARE | \$ 1,243.65 |
| QUAD COUNTY SERVICE | \$ 15,841.84 | MAGULAC TIRE SERVICE | \$ 796.00 |
| HACH CO | \$ 371.09 | PITNEY BOWES | \$ 1,596.75 |
| WATER SOLUTIONS UNLIMITED | \$ 2,119.07 | MIAMI PRODUCTS&CHEMICAL | \$ 515.00 |
| VERIZON WIRELESS | \$ 816.17 | CAPLINGER SALES AND SERVICE | \$ 139.96 |
| FRONTIER | \$ 1,551.93 | COX PRINTING COMPANY | \$ 1,408.45 |
| DUKE ENERGY | \$ 1,552.15 | INSIGHT VISION 40% | \$ 22,687.66 |
| BDK FEED & SUPPLY | \$ 587.35 | SPECTRUM ENTERPRISE | \$ 415.29 |
| | | TOTAL | \$ 586,077.74 |

