

Board of Public Affairs Board Meeting Minutes – October 16, 2025

There was a regular Board meeting of the Blanchester Board of Public Affairs held on Thursday October 16, 2025 in the BPA Conference Room at the Municipal Building.

The meeting was called to order at 4:30 PM by Chairman Bowling.

Attending was Chairman James Bowling, Trustee Bob Haines, Trustee Dennis Blocker, Director Ram Reddy, Mayor John Carman, Council Member Lynn Lewis, Council Member Marie Brooker, Council Member John Hill, Wayne Moore, Rusty Hampton, Chris Harper, Janell Fatherlee and Donna Johnson Business Mgr./Clerk.

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

Public Comment:

Chris Harper a landlord in Blanchester feels he is not responsible for any of the Tenants Bills. Chairman Bowling informed him of our current policy, and also informed him of a Sub-Committee being created to discuss this issue. The sub-committee attendees will be named later in the meeting. But hopefully will have a resolution by the end of the year.

Janelle Fatherlee Recommended a meeting with all Pastors of Blanchester to create a relief fund, one setup for people who are not able to pay their Bills. We did mention to her all the agencies we work with for directing those not fortunate enough to pay utilities.

Clerk

Auditors requested a Form be filled out by each Board Member and Director. That was given to each Member with a request to be returned by the end of the meeting.

Addressed the Board with three Customers with Solar Panels, that has let the Liability insurance lapse. This is to be renewed on a yearly basis. Board suggested we have our Solicitor draft a letter to these customers and his recommendation on what the outcome should be.

Presented the Board with an updated policy for Disconnect status regulations. We did change the policy to change the Shut off time to be within 30 days with a grace period.

A motion/second by Chairman Bowling/Trustee Haines to approve the updated policy with an effective date of November 1, 2025.
All in favor - All Yeas. Motion carried.

Approval for ISC/SETCO for Middleboro Substation Reclosures testing and repairs. Not to exceed \$10,000.00

A motion/second by Chairman Bowling/Trustee Haines to approve the funds not to exceed \$10,000.00 for the work discussed above
All in favor - All Yeas. Motion carried.

Board approved the funds for doing a full service and repairs on backup generators at water and sewer plants.

Mayor

The Brock Property on Fairground Road. Current owner complaining about the Village Burning Brush. Ram, Wayne and the Mayor to view access for Burning Brush next to Reservoir #6. Need to come up with a policy to satisfy EPA.

Unanimous approval by all Board Members
All in favor – All yeas. Motion carried.

Director:

Staff continued to attend IMPA Board and Executive Committee and other meetings.

Staff attended the AMP Annual Conference in Columbus.

Staff updated the Board on funding and status of all the projects that are currently in process and future potential projects.

Staff discussed with Board and the Mayor on the need for the last four years of Audit Reports and Cost of Service Study to satisfy the application process for financing to procure the funds for construction of the New Sub-Station.

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 AMP Financing Department to explore their (AMP's) Tax Exempt Member Financing Options to fund our project through them – **Staff continued to work on procuring the Financing for the project.**

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.

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 ISC not 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 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) 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

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 from Virginia Transformer Co., with the above payment terms
All in favor - All Yeas. Motion carried.

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) with above payment terms
All in favor - All Yeas. Motion carried.

Staff negotiated a discount on transformers with Virginia Transformer Co. and accomplished a total discount of \$85,026.18, and is in process of ordering them by a P.O. along with a check for 30% advance payment.

Also, staff is in process of ordering the 138 KV Circuit Breakers as approved above by a P.O. along with a check for 30% 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.

Lazenby Street Water Main Replacement and Street Resurfacing project – Completed.
This project is completed with 100% grant money and it is underbudget. No local match for this project.

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 started work on it.

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

The contractor currently is working on separation of sewer laterals.

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.
- **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.**
- **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.**
- **Staff discussed the project schedule (potential) with Board**

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 - **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.

West Fancy Street Phase – 2 water main replacement and street resurfacing project – this project is completed recently with \$500,000 grant money through CDBG and a small portion of it as local match.

Vine Street water tower rehab project – Completed with a \$499,900 grant from OPWC and a small portion of it from local funds.

Staff planning to apply for CDBG/OPWC grant funding for S. Wright Street water main replacement and street improvements project. Also, planning to work on some inhouse small projects using our own staff.

Electric System:

Electric Distribution system operation – Continued to be normal.

3 Linemen quit to join the union contractors and other companies. We are down to one lineman and a supervisor.

Working on filling these positions and hoping for no major outage issues in the near future which may take longer time to restore the power.

Staff continued to work on commercial and residential customer service upgrades – No activity

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 – No activity

Staff continued to work on upgrading the primary line on Center Street – No activity

Staff working on upgrading the primary line on West Fancy Street – No activity

Staff continued to work on systemwide improvements – No activity

Water System:

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

Reservoir water storage levels: We have about 188 million gallons of storage available to treat and supply for about 14 months at the current flow rate to our residents and neighboring water haulers.

Staff completed the annual training on drugs.

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

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.

1748 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.

Pulled pump out from the Fancy Street Lyft Station and sent it to Buckeye Pumps for rebuilding it – waiting on the work to be completed.

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 continued to work on grounds maintenance.

Televac was hired to check, and clean if needed to make sure a smooth sewer flow in the Wright and the Fancy street sewer mains.

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:

Chairman Bowling to work with the county Auditor for approval on spending Re-imbursement money from USACE and transfer funds from the Electric Dept. to Water Dept. in order to pay for some of our projects.

Chairman Bowling named the Sub-Committee consisting of:

Lynn Lewis – Council

James Bowling – Board Chairman

Solicitor

Dean Lynch – Landlord

Cheyene Duggins – Landlord

Donna Johnson – Business Manager

1st meeting to be held October 31, 2025 at the Harvester.

A motion/second by Trustee Blocker/Trustee Haines to approve the Sub-Committee and update the Board, January Board Meeting
All in favor - All Yeas. Motion carried.

There was a motion/second by Chairman Bowling/Trustee Blocker at 5:30 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 Haines to exit the executive session at 6:08 PM
All in favor - All Yeas. Motion Carried

Was agreed to hire two Lineman starting at \$48.20 per hour with an increase of \$50.13 at the end of 90 days probation period.

There was a motion/second by Trustee Blocker/Chairman Bowling at 6:09 to close and adjourn the meeting.
All in favor - All Yeas. Motion Carried.


James Bowling, Chairman


Donna Johnson, Clerk

Board of Public Affairs Meeting Minutes Appendix A

BILLS FOR OCTOBER 2025

VENDOR	TOTAL	VENDOR	TOTAL
IMPA	\$ 421,130.42	CLINTON ELECTRICAL & PLUI	\$ 3,927.78
VILLAGE OF BLANCHESTER	\$ 16,720.00	DUKE ENERGY	\$ 59.57
TREASURER STATE OF OHIO	\$ 1,043.00	CORE & MAIN	\$ 418.54
CINTAS	\$ 1,782.33	THERMODYNE	\$ 7,268.00
DUKE ENERGY	\$ 410.52	DONNA JOHNSON	\$ 136.00
BODIE MECHANICAL SERVICES	\$ 1,981.20	TELE-VAC	\$ 2,450.00
RUSTY HAMPTON	\$ 307.12	MASI LABORATORIES	\$ 2,372.90
BDK	\$ 364.93	MASI LABORATORIES	\$ 6,595.05
USIC LOCATING SERVICES	\$ 4,195.16	VISA BILL	\$ 3,981.92
BONDED CHEMICALS	\$ 5,118.20	PEREGRINE CORPORATION	\$ 1,099.93
SUNRISE COOPERATIVE	\$ 2,831.11	HACH	\$ 799.49
PUBLIC UTILITIES COMMISSION OF OHIO	\$ 35.00	USA BLUEBOOK	\$ 270.39
DUKE ENERGY	\$ 147.73	APPLIED INDUSTRIAL TECH	\$ 98.76
FRONTIER	\$ 1,067.48	US MOWER	\$ 684.75
CLERMONT COUNTY TREASURER	\$ 1,176.00	RUSTY HAMPTON	\$ 150.00
HAWKINS	\$ 1,085.35	JUSTIN DICKMAN	\$ 1,633.33
STANLEY J. BOLKA	\$ 780.00	CLEARCREEK COATINGS	\$ 60,237.53
WATER SOLUTIONS UNLIMITED	\$ 1,259.00	WILSON EXCAVATING	\$ 21,765.28
VERIZON BUSINESS	\$ 1,333.43	PANETTA	\$ 50,483.35
	TOTAL		\$ 627,200.55