

Board of Public Affairs Meeting Minutes – November 6, 2025

There was a regular meeting of the Blanchester Board of Public Affairs held on Thursday November 6, 2025 in the BPA Conference Room at the Municipal Building.

The meeting was called to order at 7:01 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, 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 Trustee Blocker/Trustee Haines to approve the bills listed in Appendix-A.
All in favor - All Yeas. Motion carried.

Clerk

Justin Dickman (Solicitor) working on USIC Underground Utilities Locating Co issues with the billing.

Updated Resolution 2025.104 for Liens. The amount of the Lien had to be added to the resolution, Board to sign the updated Resolution.

Purchased and received a Ford Pickup Truck F150 from Lebanon Ford for the wastewater plant. This had been budgeted for the last two years.

Was able to lease the Semi Truck for Hauling sludge. Contract is for 2 weeks, can extend longer if needed.

Still waiting on the Financial Reports to update our financials. Getting hard to pay the bills. Also need information on the remainder of the Reimbursement Grant Monies for projects from funding agencies.

Need information on the \$171,000 from the Water Tower Reserve and the \$185,000 received from the Army Corps of Engineers.

PO for transformers purchase, waiting on IMPA to see if we can just pay the 30% downpayment for now.

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.

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.

BPA Board has approved a Budgetary Construction Cost Estimate of \$10,373, 244 provide by ISC for the Substation Construction 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 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) 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. through ISC 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.

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 - **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 work on some inhouse small projects using our own staff.

Electric System:

Electric Distribution system operation – Continued to be normal.

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

Hired 2 (two) linemen and one left in couple of weeks and the other one we had to let go.

Staff continued to work on commercial and residential customer service upgrades – Currently No man power and 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 – Currently No man power and No activity.

Staff continued to work on upgrading the primary line on Center Street – Currently No man power and No activity.

Staff working on upgrading the primary line on West Fancy Street – Currently No man power and No activity.

Staff continued to work on systemwide improvements – Currently No man power and 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 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.

1749 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 #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.

Rented Semi Truck and started hauling sludge.

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 7:37 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 8:09 PM All in favor - All Yeas. Motion Carried

The following Employees were approved unanimously by the Board for their yearly increases:

Rusty Hampton	from	E-1-N to E-1-M
Wayne Moore	from	W-1-K to W-1-L
Matt Johnson	from	S-1-G to S-1-H
Kim Leath	from	A-3-K to A-3-L
Dylan Walker	from	W-4-G to W-4-H

There was a motion/second by Chairman Bowling/Trustee Haines to close the Meeting at 8:12PM. All in favor - All Yeas. Motion carried.


James Bowling, Chairman


Donna Johnson, Clerk

Board of Public Affairs Meeting Minutes Appendix A

BILLS FOR NOVEMBER 2025

VENDOR	TOTAL	VENDOR	TOTAL
IMPA	\$ 350,631.04	TECHNICAL LEARNING COLLEGE	\$ 239.95
VILLAGE OF BLANCHESTER	\$ 14,975.00	CORE & MAIN	\$ 1,059.30
TREASURER STATE OF OHIO	\$ 854.00	MAGULACS TIRE SERVICE	\$ 68.00
CINTAS	\$ 1,464.47	BDK	\$ 692.83
ADVANCED AUTO PARTS	\$ 793.18	SUNRISE COOPERATIVE	\$ 1,207.12
DUKE ENERGY	\$ 488.98	INVOICE CLOUD	\$ 1,517.93
SPECTRUM ENTERPRISE	\$ 423.29	USIC	\$ 5,948.63
LEBANON FORD	\$ 37,819.00	S&H CONSULTING CO	\$ 1,100.00
WALTS HOME MAINTENANCE	\$ 600.00	VISA	\$ 2,215.48
FRONTIER	\$ 1,468.53	SHEAKLEY WORKFORCE	\$ 116.00
VERIZON BUSINESS	\$ 1,858.86	JONES & HENRY	\$ 6,864.71
ANIXTER INC	\$ 6,448.00	NECO WATER	\$ 1,680.00
AG- PRO	\$ 3,999.64	PEREGRINE CORPORATION	\$ 1,133.55
STANLEY J. BOLKA	\$ 780.00	CAPLINGER SALES AND SERVICE	\$ 160.82
THERMODYNE	\$ 17,380.43	KOI AUTO PARTS	\$ 383.83
BRENCO	\$ 2,853.00	DUKE ENERGY	\$ 121.94
DUKE ENERGY	\$ 244.89	IMPA SERVICE CORP	\$ 28,428.55
HAWKINS	\$ 1,322.27	JUSTIN DICKMAN	\$ 1,633.33
WATER SOLUTIONS UNLIMITED	\$ 7,491.12	CLEARCREEK COATING	\$ 5,641.13
USA BLUEBOOK	\$ 3,700.25	CHOICE ONE ENGINEERING	\$ 532.50
CLINTON ELECTRICAL & PLUMBING SUPPLY	\$ 1,199.34	COOKS ELECTRIC	\$ 1,200.00
OTC	\$ 207.66	TOTAL	\$ 518,984.99
CANON	\$ 36.44		

