

Board of Public Affairs Meeting Minutes – March 1, 2024

There was a regular meeting of the Blanchester Board of Public Affairs Friday March 1, 2024. The meeting was called to order at 3:36 PM by Chairman James Bowling.

Attending was Chairman James Bowling, Trustee Robert Haines, Trustee Dennis Blocker (by phone), Director Ram Reddy (by phone), Wayne Moore Water Supervisor, Connor Hoffman Electric dept., Lynn Lewis Council Member and Donna Johnson Business Mgr./Clerk.

There was a motion/second by Trustee Chairman Bowling /Trustee Haines 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.

Clerk's Report:

Informed the Board that the office staff is going through the SSL training on billing software upgrade to New VIP System. Planning to go live in July/August.

Also, staff is talking to SSI about outsourcing options for printing and mailing of the Bills.

Staff still looking into the option of adding a fee to customers that use credit cards to pay their bill. This was tabled by the Board at this time. Staff to research and present the information for Board's review and approval – continued

There was a motion/second by Trustee Chairman Bowling /Trustee Haines to approve \$15,841.84 to repair the emergency generator for water department by using OEM replacement parts by Quad County Service and Repair Company
All in favor - All Yeas. Motion carried.

There was a motion/second by Trustee Chairman Bowling /Trustee Haines to approve \$29,600.00 to exchange the GAC media in the filter unit by Calgon Carbon Corporation
All in favor - All Yeas. Motion carried.

Director:

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

Board chairman and couple of council members attended APPA Legislative Rally in Washington D.C. They also met and discussed the projects and funding requests/needs with staff of Senator Brown, Senator J.D. Vance, and Congressman Wenstrup.

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.

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.

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.

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 ODOD to replace the tower with new one.

Staff worked with owner and the contractors to extend the utility services to BP Gas Station & convenience store.

West Fancy Street Phase – 2 water main replacement and street resurfacing project - Total cost \$507,275.00 (CDBG Grant \$470,000.00 (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 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 Also, applied for replacement of the water tower - grant of \$1.7 million from ODOD.

Cathodic protection unit in Fancy Street Water Tower is damaged due to icing and staff is looking into repair or replace 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%).

Finalizing the engineering and will be bidding in next few weeks for construction.

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 23 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. 1679 AMI meters have been installed to-date and 1673 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 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 – waiting for parts.

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

Staff completed and submitted Annual EPA Sludge Report.

Staff completed and submitted Annual EPA SSO Report.

Tele-Vac has been hired to clean the sewer main on Watkins Road.

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

There was a motion/second by Chairman Bowling/Trustee Haines at 4.29 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 Charman Bowling/Trustee Haines to exit executive session at 4:52 pm
All in favor - All Yeas. Motion Carried

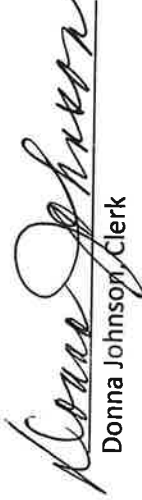
The following action was taken and approved by the Board Unanimously:

- Pay step raise for Brett Lay from E-4-N to E-4-M Beginning next pay period
- Pay step raise for Connor Hoffman from E-4-N to E-4-M Beginning next pay period
- Hire Dillon Walker Full Time immediately at W-3-C
- Hire Amber Hollon part time at A-4-E for Office Staff

All in favor - All Yeas. Motion Carried

Motion/Second by Chairman Bowling/Trustee Haines to close the Board meeting at 4:58pm.
All in favor - All Yeas.


James Bowling - Chairman


Donna Johnson, Clerk

Board of Public Affairs Meeting Minutes Appendix A

Bills for February 2024

VENDOR	TOTAL	VENDOR	TOTAL
TREASURER, STATE OF OHIO	\$ 1,301.00	DEFRIES COPP LLC	\$ 600.00
VILLAGE OF BLANCHESTER	\$ 17,502.72	ALLOWAY	\$ 140.00
IMPA	\$ 466,989.73	STANLEY J BOLKA	\$ 975.00
CINTAS	\$ 1,870.20	MASI ENVIRONMENTAL	\$ 525.80
ADVANCE AUTO PARTS	\$ 71.75	TREASURER, STATE OF OHIO	\$ 100.00
LOWE'S	\$ 777.03	OHIO ASPHALTIC LIMESTONE	\$ 2,313.23
KILEY TREE SERVICES	\$ 8,085.00	PEELE MCCOY LAW OFFICE	\$ 8.00
BUCKEYE PUMPS	\$ 8,933.04	SPECTRUM	\$ 951.60
DUKE ENERGY	\$ 2,672.92	LYKINS PROPANE	\$ 1,635.23
VERIZON WIRELESS	\$ 816.17	KILEY TREE SERVICES	\$ 9,240.00
JARED HORNER	\$ 150.00	DICKMAN LAW OFFICE	\$ 1,633.33
MILLER SECURITY	\$ 75.00	LYKINS PROPANE	\$ 1,208.17
FRONTIER	\$ 1,398.14	SIMPLE CELL MONITOR	\$ 360.00
MASI ENVIRONMENTAL	\$ 1,362.06	THERMODYNE	\$ 18,503.00
F.D. LAWRENCE ELEC	\$ 3,049.94	CLINTON ELEC	\$ 150.53
MIAMI PRODUCTS & CHEM	\$ 595.00	MIAMI PRODUCTS & CHEM	\$ 515.00
S&H CONSULTING	\$ 1,750.00	RUSSEL HAMPTON	\$ 150.00
TELE-VAC ENVIRONMENTAL	\$ 1,950.00	LYKINS OIL CO	\$ 5,304.39
USIC LOCATING SERVICES	\$ 1,804.32	VISA	\$ 3,461.03
UNITED SYSTEMS	\$ 55.45	TOTAL	\$ 573,879.00
WATER SOLUTIONS	\$ 709.50		
DUKE ENERGY	\$ 1,498.19		
JUSTIN DICKMAN	\$ 1,633.33		
BDK FEED & SUPPLY	\$ 214.20		
CLERMONT COUNTY TREASURER	\$ 840.00		

BILLS FOR MARCH 2024

VENDOR	TOTAL	VENDOR	TOTAL
ADVANCE AUTO PARTS	\$ 326.66	LYKINS PROPANE	\$ 24.37
IMPA	\$ 599,514.58	DUKE ENERGY	\$ 2,358.62
PITNEY BOWES	\$ 448.98	CAPLINGER SALES & SERVICE	\$ 1,479.99
CINTAS	\$ 1,924.74	CORE & MAIN LP	\$ 186.00
TREASURER, STATE OF OHIO	\$ 1,455.00	EMERALD TRANSFORMER PPM	\$ 914.75
VILLAGE OF BLANCHESTER	\$ 19,425.48	LYKINS OIL CO.	\$ 1,190.52
REILLY HOPKINS	\$ 248.03	ANIXTER INC	\$ 21,411.81
BDK FEED & SUPPLY	\$ 242.14	STANLEY J BOLKA	\$ 780.00
JAMES BOWLING	\$ 421.12	OHIO ASPHALTIC LIMESTONE	\$ 813.66
FRONTIER	\$ 1,397.93	BUCKEYE PUMPS	\$ 169.22
MIAMI PRODUCTS	\$ 547.00	OTC INDUSTRIAL SOLUTIONS	\$ 596.19
UNITED SYSTEMS & SOFTWARE	\$ 600.30	SPECTRUM	\$ 833.20
USA BLUEBOOK	\$ 545.90	U.S. POSTAL SERVICE	\$ 320.00
VERIZON	\$ 816.17	LYNN LEWIS	\$ 140.60
THERMODYNE ENGINEERING	\$ 6,136.00	BDK FEED & SUPPLY	\$ 214.20
TELE-VAC SERVICES	\$ 1,462.50	KOI AUTO PARTS	\$ 318.57
T&R ELECTRIC	\$ 42,697.20	BILL STRANGE & SONS	\$ 2,000.00
PITNEY BOWES	\$ 1,708.92	BRETT LAY	\$ 150.00
MASI ENVIRONMENTAL	\$ 1,501.65	VISA	\$ 4,625.17
		TOTAL	\$ 719,947.17

