

## Board of Public Affairs Meeting Minutes – December 2, 2021

There was a regular meeting of the Blanchester Board of Public Affairs held on Thursday, December 2, 2021. The meeting was called to order at 7:00p.m. by Chairman Bowling. Attending were Trustees James Bowling, Robert Haines, Dennis Blocker, Director Ram Reddy, and Donna Johnson, 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 Trustee Haines/Chairman Bowling to approve the bills listed in Appendix-A of November 2021.  
All in favor - All Yeas. Motion carried.

### Clerk Report:

After an elaborate discussion, the Board has agreed to increase the current Water Token cost from current \$4.25 to \$4.75 per 500 gallons of water from January 1, 2022, and to \$5.00 per 500 gallons of water from January 1, 2023

Motion/Second Trustee Haines/Trustee Blocker  
All in Favor – All Yeas. Motion carried.

Also, the Board has approved an increase to Water Rates as Follows:

- 5% For 2022, effective for the water usage from January 1, 2022, and another
- 4% For 2023, effective for the water usage from January 1, 2023, and another
- 3% For 2024, effective for the water usage from January 1, 2024

Increased ongoing operating and maintenance costs for the system, and upcoming high repair and replacement costs for the Water Towers has forced the Board to increase the water rates. The Board/Staff continued to look for the Local, State, and Federal grants for these projects to lower the burden on our water users.

Motion/Second Chairman Bowling/Trustee Haines  
All in favor – All Yeas. Motion Carried.

The Board has approved an increase to Sewer Rates as Follows:

- 5% For 2022, effective for the sewer service/usage from January 1, 2022, and another
- 3% For 2023, effective for the sewer service/usage from January 1, 2023, and another
- 2% For 2024, effective for the sewer service/usage from January 1, 2024, and

Recommended the Council to approve the same by passing a Sewer Ordinance.

Motion/Second Chairman Bowling/Trustee Haines  
All in favor – All Yeas. Motion Carried.

The Board approved an Electric Rate Increase of 1.825% for 2022 effective for the usage from January 1, 2022, and a possible additional increase of 1.825% from mid-year of 2022 due to wholesale power cost increases.  
Motion/Second Chairman Bowling/Trustee Blocker  
All in favor – all Yeas. Motion Carried.

The Board approved to Lower the demand from 50 KW to 30 KW effective from January 1, 2022 for Small and Large Commercial accounts for the demand charges to kick-in.  
Motion/Second Chairman Bowling/Trustee Blocker  
All in favor – All Yeas. Motion Carried.

Write a policy for Meter Seals and make customers responsible for broken seals by charging \$100.00 if the seals are broken.

### Director's Report:

Staff working with the residential builders on St. Rt. 133/730.

Board discussed on appraisals and meeting land owners for potential land purchase for new substation.

Per the Board, staff continued to work on making arrangements for the officials to attend APPA Rally (conference) in Washington in February/March 2022.

Staff continued to work on potential funding from ARP and OPWC for potential water and sewer projects that we have applied for.

Staff working with ODOT and Choice One Engineering on SRTS project changes and status, and utility relocations.

Staff continued to follow the CDC guidelines related to COVID-19.

### Electric System:

Electric Distribution system operation – Continued to be normal with minor problems here and there.

Staff continued to work on primary electric overhead line upgrade on Wright Street.

AMI Project: Staff continued to work on the installation of AMI Meters and communication equipment in coordination with the vendors and ISC.

Staff continued to work on non-pay disconnects

Staff helped on Christmas lighting.

Staff continued to work on system improvements.

**Water System:**

Water Treatment Plant and Distribution Systems operation – continued to be normal and meets the Ohio EPA Regulations.

Staff received cost information from Liquid Engineering for potential repairs and maintenance of water towers on Vine and Fancy Streets, and is in process of review. Requested an additional information to complete the process to present it to the Board.

Reservoir water storage levels: We have about 209 million gallons of storage available to treat and supply for about 16.1 months at the current flow rate to our residents and neighboring water haulers.

Staff continued to work on various field and treatment plant equipment maintenance.

Staff helping the meter reading.

CDM Smith helped staff to troubleshoot the SCADA system.

Staff continued to work with engineers, contractors, and funding and plan approval agencies on:

- Cherry Street Phase -1 – Complete other than minor work on fixing a sewer lateral or basement drainage pipe for the Mun. Building. Staff working on this with the contractor and will be a change order.
- Cherry Street Phase -2 – in process of bidding
- Reservoir Number- 3 Improvements -- Waiting for the approval by the ODNR.

Staff worked on grounds maintenance - finished mowing for the year.

**Sewer System:**

Sewer Treatment Plant and Collection System operations are continued to be 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.

Received the parts to repair the Magna Rotor on the Oxidation Ditch. Staff continued to work on scheduling the repairs work with the vendors.

Due to the weather, only partial work was done on sludge hauling for the year. Storage lagoon is down to a manageable level.

Staff worked with the contractor on Cherry Street Phase – 1 project - on manhole cover adjustments, etc.

Winterized all buildings and equipment.

Staff continued to work on grounds maintenance – finished mowing for the year.

**Other Business**

The Council approved the wage increases as recommended by the Board for the BPA employees as shown below;

Levi Accord from Step	E-5-N	to	E-4-L
Kimberly Leath from Step	A-3-J	to	A-3-K

As approved by the Board, the Part Time Employee for the meter reading to work under the water department supervisor's control with a pay step E-6-H will be joining in next few days.

Staff received two (2) proposals for Automated Electric Gates for Water/Electric plant as shown below;

- 1). \$15,114.00 for Option (1), and  
\$15,814.00 for Option (2) from Ellis Fence Company
- 2). \$13,995.00 from TNT Properties Maintenance and Fence Company

The cost to be split between Water and Electric Departments  
Motion/Second Chairman Bowling/Trustee Blocker to select TNT Properties Maint. and Fence Co. for the job  
All in Favor – All Yeas. Motion Carried.

Motion/Second to close the meeting at 8:32 pm, Trustee Haines/Trustee Blocker



James Bowling - Chairman



Donna Johnson – Clerk

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Appendix A

BILLS FOR MONTH OF November 2021

IMPA	\$ 349,796.73	KOI ENTERPRISES	\$ 676.91
TREASURER. STATE OF OHIO	\$ 2,308.00	ARAMARK	\$ 2,724.08
VILLAGE OF BLANCHESTER	\$ 18,198.75	F.D. LAWRENCE ELECTRIC	\$ 1,107.23
KOORSEN FIRE AND SECURITY	\$ 2,048.90	STANLEY J BOLKA	\$ 780.00
THERMODYNE	\$ 7,268.00	ADVANCE AUTO PARTS	\$ 179.81
IMAGINE THAT TOOL RENTAL	\$ 45.00	STAPLES CREDIT PLAN	\$ 48.77
MIAMI PRODUCTS & CHEM	\$ 503.50	DANCE STEEL & FARM SUPPLY	\$ 224.00
CORE AND MAIN	\$ 1,738.25	MIAMI PRODUCTS & CHEM	\$ 454.75
WATER SOLUTIONS UNLIMITED	\$ 1,661.30	BRECHBUHLER SCALES, INC.	\$ 525.00
DARREN AREY	\$ 1,120.00	USA BLUEBOOK	\$ 475.62
PEELLE LAW OFFICE	\$ 1,633.33	CORE AND MAIN	\$ 230.28
USIC LOCATING SERVICES, LLC	\$ 485.62	SAM'S CLUB	\$ 119.18
ROBERT BOYD	\$ 154.99	HACH CO.	\$ 308.82
DUKE ENERGY	\$ 692.35	CURLESS PRINTING CO.	\$ 1,410.00
BDK FEED AND SUPPLY	\$ 491.23	BILL MARTIN AUTO CENTER	\$ 167.98
LIQUID ENGINEERING	\$ 4,770.00	CDM SMITH INC	\$ 4,478.75
FASTENAL	\$ 81.65	VISA	\$ 756.52
SUEZ WTS USA, INC	\$ 1,750.29	EASYPERMIT POSTAGE	\$ 886.56
OHIO ASPHALTIC LIMESTONE	\$ 974.18	ANIXTER, INC.	\$ 441.00
ALLOWAY	\$ 280.00	KOORSEN FIRE AND SECURITY	\$ 395.00
MILLER SECURITY SERVICES	\$ 75.00	CORE & MAIN LP	\$ 2,047.62
MASI ENVIRONMENTAL SERVICES	\$ 572.50		
LYKINS OIL CO	\$ 2,544.76		
ANIXTER, INC.	\$ 50,584.14	TOTAL	468,216.35

