

Board of Public Affairs Meeting Minutes – December 13, 2024

There was a regular meeting of the Blanchester Board of Public Affairs held on Friday December 13, 2024. This meeting was held at the BPA Conference Room. The meeting was called to order at 3:06 PM by Chairman James Bowling.

Attending was Chairman James Bowling, Trustee Robert Haines, Trustee Dennis Blocker, Director Ram Reddy, Mayor John Carman, Council Member Lynn Lewis, BPA Staff Chasity Cain, and Donna Johnson Business Manager/Clerk.

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

Clerk's Report:

The Board discussed and a motion/second by Chairman Bowling/Trustee Haines was made to approve the 2025 BPA Budget and to transfer \$274,421.80 from carryover in the Sewer Department to final the Sewer Budget.
All in favor – All Yeas. Motion carried.

The Board plans to discuss a Sewer Rate increase in June 2025 BPA Meeting.

The Board approved a not to exceed amount of \$15,000 for Electric Department to clear the land acquired for building the new substation and install a Sign for that site.

The Board has given approval to staff to hire a fulltime employee for the Water Department with a starting pay of \$17.20 per hour.

The BPA Board agreed to share the expenses with the Village to purchase Gift Cards for all the BPA and the Village employees.

Director Report:

Staff continued to work on getting quotes for Vine Street Water Tower Rehab Project Construction Inspection – Contractor to start Rehab work on it as weather permits.
OPWC is funding this project with a small portion of it as local match.

Staff attending IMPA Board and Executive Committee and other meetings.

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

Lazenby Street Water Main Replacement and Street Resurfacing project – Procured required funding for this project and work on design and engineering plans is in process and near completion. The projected potential local match for this project is to be **\$0.00 – Planning to bid the project in spring of 2025.**

Orchard View/ Orchard Circle water, storm sewer, sanitary sewer, and street resurfacing phase – 2 project - Procured required funding for this project and work on design and engineering plans is in process. The projected potential local match for this project is to be **\$0.00 - Planning to bid the project in spring of 2025.**

Orchard View /Orchard Circle water, storm sewer, sanitary sewer, and street resurfacing phase– 1 project - procured required funding. The construction is in process. With the Base bid been under budget, potentially, we may not need any local match for this project.

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

Waiting for the DOE approval.

The Board unanimously approved to start working on clearing the site while waiting for the funding approval – **working on scope of work and specifications.**

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

Waiting for the DOE approval.

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. RCAP's staff and the BPA staff are finishing up the field work – **Contractor's portion of the work is complete. One (1) Lead service line is identified on customer side of the service for which the customer is responsible to replace, and (5) on BPA side on which the staff is working on to replace them by 2026. At this point we are about \$8,100 underbudget and no local match.**

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 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 – **Waiting for response from FEMA/ODNR.**

Current Status on the Project (Reservoir #3 Improvements):

- 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 – Approved.
- Submitted plans to USACE review and approvals
- 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 2024 project nomination for EPA funding for Reservoir #3.
- 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.
- Surveyors working on the Deeds for the land associated with the Reservoir #3 as required by the USACE.
- **Working with USACE to get reimbursement on expenses incurred for the project construction to-date.**

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 – Procured funding from CDBG for the project except a small amount for local match – **work is in process.**

Electric System:

Electric Distribution system operation – Continued to be normal.

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.

Staff continued to work on upgrading the primary line on Center Street.

Continued working on service upgrades in the alley next to Library.

Staff continued to work on systemwide improvements.

Water System:

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

Reservoir water storage levels: We have about 170 million gallons of storage available to treat and supply for about 15 months at the current flow rate to our residents and neighboring water haulers.

Restrictions are lifted for residential and construction (contractors) water haulers as we have restored enough water in the reservoirs with recent rains.

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

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.

Staff helping sewer department on 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.

Staff installed 1727 AMI meters have been installed to-date and 1725 are in service to-date, and 2 meters are removed to accommodate the owner for remodeling work on the property.

Staff working on clearing the brush around the reservoirs.

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 continued to work on grounds maintenance.

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 Haines at 4.05 PM to move into executive session per ORC 121.22 for the discussion of compensation for employees
All in favor - All Yeas. Motion Carried

A motion/Second by Chairman Bowling/Trustee Hanes to close executive session at 4.33 PM.
All Yeas. Motion Carried

A Motion/Second by Trustee Blocker/Chairman Bowling to approve a step raise for the following employee.

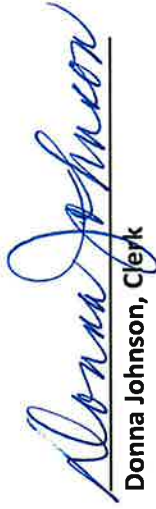
Quinton Jackson from step W-3-D to W-3-E

All Yeas. Motion Carried

A Motion/Second by Trustee Blocker/Trustee Haines to close and adjourn the meeting at 4.34 PM
All Yeas. Motion Carried



James Bowling - Chairman



Donna Johnson, Clerk

Board of Public Affairs Meeting Minutes Appendix A

BILLS FOR DECEMBER 2024

VENDOR	TOTAL		
IMPA	\$ 346,753.78	WATER SOLUTIONS UNLIMITED	\$ 709.45
VILLAGE OF BLANCHESTER	\$ 14,500.00	VERIZON BUSINESS	\$ 1,406.83
TREASURER STATE OF OHIO	\$ 881.60	CERTASITE	\$ 736.52
CINTAS	\$ 1,758.64	ANIXTER	\$ 1,389.15
PITNEY BOWES	\$ 645.22	INVOICE CLOUD	\$ 1,538.22
ADVANCED AUTO PARTS	\$ 333.60	HYDRO CONTROLS	\$ 474.1
SPECTRUM ENTERPRISE	\$ 421.19	RUSSELL HAMPTON	\$ 105.1
E. J. PRESCOTT INC.	\$ 1,008.40	NECO	\$ 7,956.60
CORE & MAIN	\$ 2,951.32	USA BLUEBOOK	\$ 237.95
DUKE ENERGY	\$ 259.02	EJP	\$ 2,343.36
FRONTIER	\$ 1,657.75	KOI AUTO PARTS	\$ 95.34
BDK	\$ 2,026.61	DUKE ENERGY	\$ 758.98
MIAMI PRODUCTS & CHEMICAL COMPANY	\$ 634.40	STANLEY J. BOLKA	\$ 780.00
LYKINS PROPANE	\$ 744.44	MAGULACS TIRE SERVICE	\$ 75.00
BUCKEYE STATE PIPE & SUPPLY	\$ 773.88	DUKE ENERGY	\$ 456.37
USA BLUEBOOK	\$ 156.43	VISA	\$ 1,737.79
		TOTAL	\$ 396,306.97