

# VILLAGE OF SMITHVILLE

# BOARD OF PUBLIC AFFAIRS

**DATE:** 04/13/2020

**TIME:** 6:00pm

**PLACE:** VILLAGE HALL

**CALL TO ORDER**

**READING, CORRECTION & ADOPTION OF PREVIOUS MINUTES**

**RECOGNITION OF VISITORS AND ITEMS OF BUSINESS FROM THE FLOOR NOT OTHERWISE LISTED.**

**CORRESPONDENCE:**

**OLD BUSINESS:**

- Source Water Protection Plan - Approval
- Ohio Drilling – Test Wells
- Water Tower Project Update

**NEW BUSINESS:**

- OPWC 2020 Application – Sewer Lines for I and I
- COVID-19 End – Utility Shut-Off; Payment Plans

**READING OF BILLS & ORDERS:**

**UPCOMING MEETINGS:**

- Council Meeting – April 21, 2020 @ 7pm TUESDAY
- Council Meeting – May 5, 2020 @7pm TUESDAY
- BPA Meeting – May 11, 2020 @6pm

April 13, 2020

## MINUTES OF BOARD OF PUBLIC AFFAIRS MEETING

This BPA meeting was held remotely on-line due to COVID-19 regulations.

Members Present: Kyle Krownapple, Ryan Imhoff, and Lynn Moomaw

Others Present: Becky Dannemiller, Mayor Tom Poulson, and Mike Turner

Board President Kyle Krownapple brought the meeting to order at 6:08pm. The March 9<sup>th</sup> meeting minutes were read for approval. Ryan made the motion to accept the minutes as written, Lynn seconded, all approved.

Mayor Poulson shared he had spoken with Ohio Drilling to give the purchase order number for the work they will be doing at the well field this spring.

The Mayor also shared he had informed Pro-Tech they could order parts and schedule the upgrade on the SCADA equipment on the water tower and plant. He also gave them the purchase order number for this work. They will contact Mike to schedule.

Mayor Poulson shared with the board an update on the tower project and OPWC. Ryan Marthey has had a conversation with Bob McNutt directly on the findings and comments of his review of the tower plans. C.T. will be working on making those suggested changes. Although the bidding is on a delay for now, the plans will be ready when we get to that point.

Mayor Poulson has had a conversation with Jennifer of C.T. pertaining to a possible delay of the tower project. Since the Ohio legislation is not meeting, due to COVID-19, they are not working on any budget for the next 2-year cycle. The OPWC funding could be delayed, therefore we should probably hold off bidding this project in case the funding is much later in the year, thereby making the bids not valid. She told the Mayor the rankings of current projects would remain the same, however depending on the funds available, it is unsure yet who or how many projects on the list will be funded in 2020.

Jennifer of C.T. shared with the Mayor, from past experience, when there is Federal stimulus money after an event such as this (COVID-19), they will look for projects that are prepared and ready and these are usually funded first. She stated we should prepare the 2020 OPWC application (due in Sept.) and have this project ready in case of possible funding.

The Mayor, Bob McNutt, Mike, and board members discussed various locations and thoughts for what sewer lines to include in the 2020 OPWC project. When Milton/E Center/to WWTP plant line was mentioned, Bob felt this line was fairly new and didn't need repaired. Kyle suggested the sewer lines in the park which were found to be blocked. Mike felt we could do this ourselves as Tom A. suggested at a recent meeting. Mike also feels we could do this in-house and suggested possibly purchasing a camera (for short distance) to check these ourselves. The board

asked Mike to get prices/quotes for this type of camera. Lynn asked if the work done over the years was recorded anywhere for easy access. Mike stated they had found this information at the WWTP recently. The Mayor suggested this information be digitalized in our GIS system done by RCAP. C.T. once again inquired about the village doing a *Study of Sanitary Sewer* lines and quoted a price for this study. The Mayor and board are holding off on approving this. Ryan feels it's important to know what work has been done and what needs to be completed in the future. Lynn agreed.

Mayor Poulson shared with the board filing a claim with PEP, our insurance carrier, for the WWTP storm damage done on 4/8/2020. After the repair are done and the costs are not as high as expected, the claim can be withdrawn. An adjuster will be out Thursday 4/16 to meet with Mike and Bob to gather information and document the damage. The village does carry a \$500 deductible.

Per the Mayor, he spoke with our insurance agent and was told to document any costs related to COVID-19 with the possibility of filing a claim to recoup expenses after this is over.


Mayor Poulson shared Council's legislation to suspend shut-offs on delinquent water/sewer accounts due to COVID-19. Council also passed legislation to suspend penalties/late fees on water/sewer accounts due to COVID-19. At some point, when back to normal, a decision will need to be made how to work with residents for payment plans and deadlines.

At this point, the discussion turned to the SWPP plan. Lynn had taken the SWPP table and broke down different items to be worked on by various members and employees. Spreading out the work will possibly help to get this project completed.

The next meeting will be May 11, 2020 at 6pm.

Ryan made the motion to adjourn the meeting at 7:00, Lynn seconded, all approved.

  
BPA Clerk

  
BPA President