

RECORD OF PROCEEDINGS

Minutes of THE BOARD OF PUBLIC AFFAIRS

Meeting

DAYTON LEGAL BLANK, INC. FORM NO. 10148

Held APRIL 13,

20 15

The regular meeting of the Board of Public Affairs was held April 13, 2014 with Michael Agnoni presiding. Board members answering roll call were Michael Agnoni and Ronald (Tony) Lindeman.

Motion by Tony Lindeman to excuse Ted Manning, seconded Mike Agnoni.

Roll call: all ayes.

Others present were Randy Danford, Util. Mgr; and Kay Kerr.

Minutes of previous meeting and March 9, 2015 were read. Motion by Mike Agnoni to accept minutes from March 9th and March 23rd 2015, seconded Tony Lindeman. Roll call: all ayes.

Old Business:

Kay Kerr, resident of Northwood Dr was present to voice concerns regarding the rough draft of the proposed Grinder Pump Maintenance Program. The Board will clarify the Villages responsibility and the homeowners responsibilities. Mike recommended Kay to specify areas are of concern from other grinder pump customers.. Kay will report back to the Board in two weeks.

New Business:

The Board reviewed Terry Gellner, TnT Engineering monthly report for March 2015. Attach copy

Randy received the mower trailer and the mower should arrive this week.

Randy shared with the Board a recent power surge at the water treatment plant which damaged some electronic controls. Repairs were conducted and a surge protector was installed. Replaced. LM

Control Associates were on site to perform calibrations on lab equipment.

Pat McGinnis of 34 Briarwood Dr is complaining of high water usage. Randy will contact Ms. McGinnis and check meter.

Terry Gellner, TnT Engineering will include along with price quotes and drawing specifications for Edward St/ Koehler Ave waterline extension, there will be a waterline replacement of 260' from N Portage St to Chestnut St. Price Quotes will be due April 24th.

The bills were presented for payment. Motion made by Tony Lindeman to pay the bills, seconded Mike Agnoni. Roll call: all ayes.

Motion made by Mike Agnoni to adjourn meeting at 7:45 pm, seconded Tony Lindeman. Roll call: all ayes.

Next scheduled meeting is April 27, 2015 at 7:00 pm in the Village Hall.

Attest: Cassandra D. McKay
Cassandra McKay, BPA Clerk

Michael Agnoni
Michael Agnoni, President

March 2015 - Monthly Report to the Board of Public Affairs

This report contains highlights of the Water and Wastewater Utilities Department activities and operations for the referenced month and is provided to the Board of Public Affairs as an information item. Please advise us if any further data is needed with regard to information contained herein.

Facilities Operation

All operations have been compliant with related permits and all components/equipment have been operating satisfactory unless noted otherwise.

Violations:

- None, except mercury which is being addressed.
- March 2, 2015, Lead and Copper Form 5105 submitted to Ohio EPA in response to letter from Ohio EPA dated Feb. 20, 2015.
- March 14 – Bypass flow at headworks of wastewater treatment plant, influent flow excessive.

Non-regular operation and maintenance activities:

- March 10 – Grinder call out at 120 Northwood (E-1)
- March 11 & 12 – Grinder call out at 102 Woodhaven
- March 14 – Staff checked possible system leak at 324 E. Clinton. None found
- March 19 – Hydrant Survey for leaks (sounding hydrants)
- March 24 – Mounted flushing signs to hydrants for Frederick and Orchard area
- March 24 & 25 – Distribute notice of flushing in Frederick and Orchard area
- March 26 – Hydrant flushing for Frederick and Orchard area.

Process, equipment, building and structure repairs:

- March 3 – Leak detected associated with Chlorine equipment at WTP.
- March 5 – BissNuss Inc. on site regarding Chlorine equipment leak.
- March 31 – Control Associates on site to perform annual calibrations of meters at WTP and WWTP.
- March 26 – Cleaning and painting floor at Maple Street pump station.

Miscellaneous:

- March 3 – Randy and Bob; Department of Transportation urinalysis for CDL.
- March 13 – Started scratch patch placement.
- March 17 – T Mobile working at elevated tank

Village of Doylestown, Ohio
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- March 25 – Took delivery and picked up new trailer

New Action Items

Compliance Related:

Bypass at WWTP on March 14, 2015 required immediate and follow-up reporting to Ohio EPA. Reporting has been performed by plant staff in accordance with regulations.

Department Needs and Items: None

Requested Action from the BPA

- None at present

Pending Action Items

(this month's update is italics and underlined)

Compliance Related

- The Village is preparing the CCR for the WTP and expects to have it substantially completed in Feb. 2015. *Finalizing during end of March for publications per regulations as early as April.*
- Mercury Variance report prepared by Engineering Associates (EA) for the WWTP was submitted to Ohio EPA recently. Ohio EPA indicated a variance will not be granted based on the WWTP effluent concentrations contained in the report. The Village needs to perform additional monitoring of mercury to substantiate or refute the analytical test results provided in the mercury variance report. *Prepared during March requests for laboratories to submit pricing for sampling and analytical testing to refute the previous sampling. Also requesting pricing for annual laboratory work. Draft letters for the requests are being reviewed by Village. Intent is to request pricing so BPA can review in May, 2015*
- Copper has been a WWTP effluent characteristic having concentration which are in violation with the WWTP NPDES permit. *Immediate action is request for annual laboratory testing during April. Laboratory selected will be made aware of problem for review of laboratory procedures.*
- The new NPDES permit will require the Village to monitor certain characteristics in the effluent such as nitrite, nitrate, TKN, E-coli and possibly more. We will be reviewing facilities sampling and analytic for the existing requirements, added monitoring and the added mercury/copper work. *A request for laboratories to submit pricing for annual sampling and analytical testing has been prepared and is being reviewed by Staff. Requests for pricing will occur in April for BPA review in May.*
- Other effluent violations from 2014 appear to be isolated and not a concern as related to continuous WWTP treatment and NPDES permit compliance.

- Ohio EPA is in the process of drafting the Village's new WWTP NPDES permit and expect it to be available for public comment in March/April 2015 and effective in May/June 2015.

Pending Department Needs:

- Ford F150 Truck needs replaced. The department has begun a vehicle and related equipment evaluation to determine immediate priorities and long term needs. Preliminary discussions among the staff have identified the replacement of the Ford F150 Truck as one of the top priorities. TnT is preparing a specification for Staff to obtain prices from three dealers. Prices will be obtained during April for BPA review in late April or early May.
- Need to purchase replacement volute for submersible pump that was borrowed from Gate Street Pump Station to fix Meadows Pump Station

Pending Items Being Reviewed by the Department:

- Meters need purchased to continue with the meter replacement program. Department will begin in Feb. an evaluation to outline the future of the meter replacement program and its priorities before purchasing any additional meters. TnT and Staff discussing priorities to develop a 5 year capital approach to meter replacement. Meter replace ideas have been requested from Staff. TnT waiting for information before finishing plan.
- Evaluation of the Grinder Pumps Maintenance Program – Began review in January 2015. This has been a topic at BPA meetings in Feb. and March. March meeting included input from interested homeowners. TnT has contacted Gorman Rupp, the E-1 supplier and is finalizing the draft approach based on BPA meeting discussing in late March.
- Construction of the Edwards to Koehler Street water main extension – Pricing requests were sent to three contractors. Two expressed immediate interests. Originally, pricing is due March 17, however considered is adding the work on Chestnut and extending the pricing request until March 24, 2015.
- Finalize recommendation for Frederick and Orchard iron issue. Hydrant flushing was performed on March 26. Results showed a clear system. A flushing log has been prepared with flushing summary since spring of 2014, conclusion and recommended action plan. Submitted to BPA for early April meeting.
- Capital Improvements necessary for 2015 will be completed in Feb. Items certainly needing addressed in 2015 are the trailer, F150 truck, second aerator at the plant, repairs to pump at Gate Street Pump Station and replacement of Brine pump at the WTP. Other possible items include chemical system for phosphorus removal at the WWTP and the influent screen system at the WWTP. TnT finalizing on information to review this items with BPA in near future.

- Capital Improvement plan for next five years. Suspending completion until some of the other tasks are wrapped. These tasks also provide information for the plan. Estimated plan submittal date to BPA is June 2015.

Staffing and Overtime Hours

The total hours of work by staff for this month is 596 hours. Overtime hours is 52.5. A summary breakdown of the overtime hours is not available at this time.

Correspondence to the BPA for the Month

- TnT – Monthly report for month of Feb. 2015.
- TnT – Grinder Pump Draft policy submitted prior to meeting with the BPA on March 23
- TnT – Email to Michael Agnoni with summary of tasks being addressed and priority listing.