

Village Administrator's Report

as of 1/10/2024

WATER SYSTEM

A water main break starting the morning of New Year's Eve was repaired on 1/4. That was the soonest the leak detection company and excavation contractor could mobilize. The break was found to be on the 8-inch main under the water plant driveway. The leak resulted in the loss of an estimated 150,000 to 200,000 gallons per day. We have not yet received the invoices from the leak detection company and excavation contractor.

Water Rate Analysis: The financial analysis by staff of the Great Lakes Rural Community Assistance Program (RCAP) is still pending and we have some dollar updates for the CIP costs. Further discussion will be needed by the finance committee.

South Water Tank Project: Nothing new to report since Administrator's report of 4/26/23.

Johnson's Island Waterline Project: Interagency coordination (i.e. Army Corps of Engineers, State Historic Preservation Office, National Park Service, Ohio EPA) is underway. I will be scheduling a January task group meeting. A critical path item in the project development process is for village council to decide which methodology will be used for determining the special assessments per ORC 727.

Ohio Department of Development (ODOD) grant opportunity: Pursuant to the state's Water and Wastewater Infrastructure Grant Program, the Village submitted its application on 12/6/2023, requesting \$3,672,350 for the Johnson's Island Waterline Extension project. We await ODOD's decision.

Bay Point Water Meters: The points of the agreement between the Village and Bay Point Acquisitions LLC, dated 8/9/22, prescribing that Bay Point's 6-inch master water meter be eliminated and individual services of Bay Point will be individually metered, have been accomplished. Next, we will be exploring how to get as-built descriptions or mapping of where the waterlines are located so that we can be sure we establish the appropriate utility easements.

Ohio EPA Notice of Violation (NOV) of 4/14/23: OEPA's annual inspection of the Village's water system on 4/6/23 resulted in a Notice of Violation letter dated 4/14 which listed four items needing to be addressed. One of those issues was resolved by OEPA's letter of 8/31/23. More recently, OEPA's letter of 12/7/23 notes that a second issue of the 4/14 letter has been resolved. The remaining two issues are that the clarifiers and the filters at the water plant need to be inspected and evaluated, and a response is due to OEPA by 3/31/24. We will need to incorporate these projects in the 2024 budget.

US EPA Lead and Copper Rule Revisions (LCRR) of 1/15/2021: 120Water, Inc. has completed the Village's initial inventory of lead and copper service lines. Of the 810 data points in the Village's inventory, 188 are verified to be non-lead lines, leaving 622 locations of unknown material types (i.e., lead, galvanized steel, copper, plastic). We will need to implement a plan for verifying the materials of those lines. The deadline for water systems to submit their initial inventory to Ohio EPA is 10/16/2024. Although it is not expected that every system will have 100% of their service lines verified by then, it can be assumed that OEPA will drive everyone toward that goal.

Bulk water station at water plant: The valve has been ordered. We are developing policies and procedures for bulk water sales.

PARKS & TRAILS

Radar Park Building Renovation Project: The Village's consultant – The JDI Group – has been working to finish the plans and prepare the bid package.

OSS Solid Waste District grants: The Village received two grants from the Ottawa-Sandusky-Seneca Solid Waste District during 2023 (\$7,369.41 for picnic tables, and \$8,346 for trash bins and benches). The Village's project completion reports were submitted to OSS on 12/19/2023.

James Park, Playground Renovation: Remaining tasks include grading and grass seeding.

STREETS

Pursuant to the decision made at the 11/8 council meeting, CT Consultants has been authorized to prepare the as-built drawings for the 2022 Elliott Street project.

Elliott Street roadside parking: Ed Burdue & Co has been authorized to install the gravel parking shoulder along the south side of Elliott Street, west of Stone St.

Seasonal Leaf Collection Program: The Village's fall leaf collection program finished on 12/15. The crew's biggest day was 234 bags collected on 11/13. The springtime leaf collection program is planned for April 1-30, on Mondays and Fridays.

OTHER

Omni Fiber, LLC broadband infrastructure upgrade and expansion: A representative of Omni Fiber plans to attend the 1/24 council meeting to provide an update about their project.

I am sorting and compiling the submissions received from firms pursuant to the Village's advertisement requesting statements of qualifications for professional design services.

I reviewed ODOT's design plans for resurfacing State Route 163 (OTT-163-30.94, PID-99588), and provided 97 comments and questions to the District 2 office. Some of those comments/questions are about the deteriorated condition of certain stormwater catch basins and gutters and whether those will be addressed as part of the project. This has resulted in follow-up coordination with the District 2 project team concerning the project scope and costs, yet to be resolved.

A representative of Ohio Plan Risk Management, Inc. (administrator of the Village's liability insurance program) conducted a walk-through of our buildings and properties to identify any existing or potential liability and/or property exposures that might be evident and has provided a letter (dated 11/3/23) with recommendations for which we owe responses by 2/1/24. A big concern is the condition of the village hall building and garage addition. I am preparing a report about the building's condition.

I am researching the idea of the Village utilizing a special service provider for notifying constituents by text messages for situations like water boil advisories.

All the village administrator's reports to the village council are available on the village website.