

March 9, 2026

A regular meeting of the Water and Sewer Board of Commissioners was held at 5:30 p.m. in the Village Office. Present were Chairman David O'Hara, Commissioners: Robert Sauer, and Ryan Dust. Also, present were Superintendent of Public Works John Heller, Village Clerk Lynnette Carver, Camden Group representative Jim Rathburn, Queen Central News' Doug Cleveland.

The pledge was recited.

Public Comment: No public attendance.

Commissioner Dust made a motion to accept the minutes of the previous meeting as written. Comm. Sauer seconded the motion, and it was carried unanimously.

Comm. Dust made a motion to pay all audited water bills on Abstract # 10 in the amount of \$10,007.20 and all audited sewer bills on Abstract #10 in the amount of \$ 18,128.18, no Capital Project-Sewer Plant bills this month. The motion was seconded by Comm. Sauer and carried unanimously.

Jim Rathburn of Camden Group submitted the monthly report to the Board:

Water:

- ❖ Total Coliform sampling on 2/6 results was negative.
- ❖ Routine cleaning of CL-17.
- ❖ CL2 pump tubing replaced to insure no leaks.
- ❖ Replaced any damaged or leaking CL2 fittings or tubing.
- ❖ Lead and lag chlorine metering pumps integrity inspections, and general cleaning performed weekly; lubrication added as needed.
- ❖ State DOH Report was completed and mailed.
- ❖ General cleaning and maintenance conducted.

Sewer:

- ❖ Composite samples were collected & sent to the lab on 2/6/26 and 2/19/26.
- ❖ Continuing single ditch operations.
- ❖ Continued use of Charge -pack 285A polymer.
- ❖ Exercised the generator weekly.
- ❖ Cleaned clarifier trough, skimmer arm and weirs, skimmed out plastics and grease that accumulate daily.
- ❖ Maintain free flowing splitter box, where more rag tangles and plastics accumulate before passing into the clarifier.
- ❖ Thermostat died causing Heat to go out in the press room, several pipes burst and several fittings on the polymer system broke as well
- ❖ New parts were ordered and all broken fittings were repaired or replaced.
- ❖ New reminder created in op-works to ensure heat remains on in the press room.
- ❖ Pressed sludge for a total of 11,129 dry pounds.
- ❖ Ordered three barrels of Charge -pack 285A polymer (Feb 10) arrived (Feb 24).
- ❖ Deep clean press room, including sludge press, and RST.
- ❖ Deep cleaning of clarifier, including the backside, ceiling and effluent basket.
- ❖ Deep cleaning of headworks, removing all collected rag tangles from the backside of bar screens.
- ❖ General snow and ice removal performed.
- ❖ Performed Daily/Weekly/Monthly PM on system.

Superintendent of Public Works John Heller reviewed his report with the Board. It is kept on file at the DPW. Heller noted; the Village is seeing positive results from the repairs performed last year on the Liberty Street pump station.

Clerk:

Carver reported: the local M&T Bank will be closing June 11th; the Village will be considering our move to a new bank.

Monthly financial statements from Treasurer Meagher were reviewed.

The following budgetary transfers were presented to cover depleted funds:

Amount:	From:	To:
\$6,900	F001990.40	F008320.40
\$1,054.75	F001990.40	F008330.21
\$1,302.14	F001990.40	F008330.42
\$1,940.22	F001990.40	F008340.40
\$149.19	F001900.40	F008340.41

Chairman O'Hara made the motion to approve the transfers. Comm. Dust seconded the motion and it was carried unanimously.

New Business:

A motion was made by Chairman O'Hara to advertise for a RFQ (request for qualifications) for the engineering services of installing new remote water meters throughout the Village. Comm. Dust seconded the motion; it was carried unanimously.

The income survey has been mailed out and an ad will be placed in the Queen Central News.

Old Business:

- ❖ During a required periodic review (per Chapter 120.37 Village Codes) It was decided to not raise rates at this time.
- ❖ WWTP update:
  - The Chairman is seeking letters of support from area governmental Representatives for the WWTP funding applications.
  - IUP is being updated (intended use plan) for the WWTP.

As there was no further business to discuss, Comm. Sauer made a motion to adjourn the meeting at 6:35 p.m. The motion was seconded by Comm. Dust and carried unanimously.

Respectfully submitted,  
Lynnette Carver  
Village Clerk