

Village Administrator's Report

as of 1/24/2024

WATER SYSTEM

Water Main Breaks:

- Following up on the water main break under the water plant driveway reported at the 1/10 council meeting, the repair cost totaled \$10,110.29 for the leak detection service (Aqualine) and excavation contractor (Gill Construction). Another leak is suspected under the pavement on the plant property which will be addressed soon. The cost for repaving will be determined afterward.



- On the morning of 1/24, the Village's water system operators Tony Joyce and Jim Warner discovered a water main break at the James St/Prairie St intersection. They jumped into action, Gill Construction Co rapidly mobilized a crew and equipment to repair the break, Bryan Lucas and Tom McNeal of the village street maintenance crew set up traffic barricades and delivered gravel, police chief Thellman kept the school district apprised concerning the potential impact to school bus routes, and Rhonda Sowers posted updates to the public on the Village's Facebook page. Water service to customers was maintained and a boil advisory was not needed. Work was completed and the streets opened to traffic by around 1:00pm. Pavement restoration will be planned for the 2024 construction season as part of the Village's street paving program.



Broken Fire Hydrants: On 1/19, we found a leaking fire hydrant on Bayshore Road and determined that the leak was due to tampering. In addition to one of the screw-on hose nozzle caps being loose, the internal stem was also broken. Loose nozzle caps and broken stems don't happen on their own. This brings the total, since last fall, to five village hydrants we are aware of that have exhibited evidence of tampering. All five of the hydrants are in the same vicinity on the south side of the peninsula:

Hydrant Location	Condition Found
▪ Near south end of Gaydos Dr, east side of the road	Loose nozzle cap
▪ Gaydos Dr, half way between Bayshore Rd and the gate	Broken stem and loose nozzle cap
▪ Pleasant View Dr, south of Bayshore Rd	Broken stem and loose nozzle cap
▪ SW corner of the Pleasant View/Bayshore intersection	Broken stem and loose nozzle cap
▪ North side of Bayshore Rd, west of Alexander Pike	Broken stem and loose nozzle cap

The parts to repair a broken stem are about \$500 per hydrant. Tampering with hydrants and components of the public water system is illegal. We are asking the public to be vigilant and immediately report any suspicious activity to the Village police department and/or the water plant.

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. The Village will need to renew (renominate) this project in Ohio EPA's Water Supply Revolving Loan Account (WSRLA) construction loan. This will be the subject of discussion for the 1/24 council meeting.

Johnson's Island Waterline Project: A project task group meeting was held 1/17 and the February meeting is scheduled. Discussion items from the January meeting included:

- 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, by passing a Resolution of Necessity.
- Since the proposed watermain alignment across the bay is within the submerged lands lease of the Johnson's Island Road Commission, some form of revision or amendment to that lease will be necessary for the Village to have, in effect, a utility easement.
- The State Historic Preservation Office (SHPO) and National Park Service (NPS) have determined that an Archaeological Risk Management Plan must be established that sets the protocols and procedures for what happens if archaeological resources (i.e., features or artifacts) are discovered during further development of the project. The agencies want the Plan to be in effect before proceeding with the ground penetrating radar study discussed during the 10/25 council meeting. To write that plan and coordinate with the agencies to obtain approval, we will rely on the cultural resources consulting firm that we have been using so far, which is ASC Group, Inc. This is an unforeseen addition to the project scope and budget, and could take several months to resolve. ASC has provided a proposed scope of services, along with their fee of \$6,118.16. Therefore, this is a topic of new business for the 1/24 council meeting.
- I met with an urban forester of ODNR Division of Forestry, to discuss potential impacts to trees that could occur with construction of this project. Aside from situations where trees are obviously in the way necessitating removal during construction, trees can also be adversely impacted by the roots being damaged (such as being severed during trenching or crushed by heavy equipment). Severing the roots can not only

interfere with a tree's growth but also destabilize it to withstand the force of wind (trees could more easily be blown over).

According to the urban forester, general rules of thumb to assume adverse impacts to trees is:

- If tree is 6 to 12 inches diameter (DBH) then any excavation within 12 feet of the tree base.
- If tree is greater than 12 inches diameter (DBH) then any excavation within 20 feet of the tree base.

All the trees in the construction impact area are either within Johnson's Island private road rights-of-way or on private properties.

- The Village will need to renew (renominate) this project in Ohio EPA's Water Supply Revolving Loan Account (WSRLA) construction loan. This will be the subject of discussion for the 1/24 council meeting.

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.

OEPA Grant Opportunity: This is a continuation about this topic from 2023 administrator reports. Pursuant to Resolution 2-2023, the Village applied to OEPA in January 2023 for purchasing water system equipment under their H2Ohio Equipment Grant program. The state received far more grant applications than available funding and we were notified in May that Marblehead was among many applicants who were unsuccessful. Today (1/24), however, we received notification that our same application will be included for consideration in a second round this year.

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 reimbursement from the Ottawa-Sandusky-Seneca Solid Waste District for the two grant-funded projects completed during 2023 (\$7,369.41 for picnic tables, and \$8,346 for trash bins and benches). This means the grant process has been completed for both projects.

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

STREETS

The maintenance crew's first challenging snow event of 2024 occurred on 1/19, followed by freezing rain the morning of 1/23. Several tons of deicing salt have been used.

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.

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.

Coordination with ODOT is still in progress concerning their project to resurface State Route 163 (OTT-163-30.94, PID-99588), to determine whether certain stormwater catch basins and gutters can be addressed as part of the project.

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.

Bryan Lucas and I attended the Ottawa County Safety Council meeting on 1/17.

As the Village's representative on the steering committee for the Marblehead Peninsula Trail Feasibility Study, I attended the steering committee's first meeting which was on 1/18.

I am scheduled to be in Columbus for day-long training on 2/14 (Ohio Department of Agriculture Pesticide License Recertification), which will preclude me from being able to attend the council meeting that evening.

Total Solar Eclipse on Monday, April 8, 2024: Ottawa County is within the 124-mile-wide band in Ohio that will experience the total solar eclipse. The last total solar eclipse visible in Ohio was in 1806. The next total solar eclipse in Ohio will be in the year 2099. The concerns for local governments, residents, and businesses are the impacts related to the potential massive influx of people coming to observe the eclipse and the exodus immediately afterward.



Path of the solar eclipse across Ohio.
Source: Ohio EMA website