

**INDIAN LAKE OHIO
VILLAGE OF RUSSELLS POINT
BOARD OF PUBLIC AFFAIRS MEETING**

MINUTES: April 27, 2015

Ms. Pat Cochenour called the meeting to order at 5:30 p.m.

Roll Call: Ms. Ann Elleman, present; Mr. Greg Iiams, present; Chairperson, Ms. Pat Cochenour, present.

Recorder: Mr. Jeff Weidner, Fiscal Officer

Guests: Mr. Dave Wallace, 251 Chase, Russells Point

Minutes: April 13, 2015

Ms. Ann Elleman moved to approve the April 13, 2015 minutes as submitted.

Mr. Greg Iiams seconded the motion.

The Vote: Ms. Ann Elleman, yea; Ms. Pat Cochenour, yea; Mr. Mike Myers, yea.

The motion passed: 3 yeas – 0 nays

Vouchers: *Ms. Ann Elleman moved to approve the bills that were paid for the board.*

Mr. Greg Iiams seconded the motion.

The Vote: Ms. Ann Elleman, yea; Ms. Pat Cochenour, yea; Mr. Greg Iiams, yea.

The motion passed: 3 yeas – 0 nays

REPORTS:

A. March Monthly Water Loss Report

The March monthly water loss report was presented to the board for review. The report shows a 42.9% water loss.

ADJUSTMENTS: None

RESOLUTIONS: None

TABLED ITEMS: None

CITIZEN'S COMMENTS: None

OLD BUSINESS:

A. New Well Project

Thompson Electric will be in within the next two weeks to complete the wiring to the new well pumps.

B. Yearly CCA Report

Mr. Albert is working on completing the CCA report. It should be ready for the boards review at the next meeting.

NEW BUSINESS:

A. Water Department Policy Clarification

The board was asked, if a customer is turned on after hours but should not have been due to non-payment, is the customer still charged the \$45.00 callout charge? If yes, does the \$45.00 need to be paid along with the \$50.00 shutoff fee and past due charges, before service is restored?

The board agreed that the callout fee will be charged to the account. All fees and the past due amount will be required to be paid prior to service being restored to the customer.

B. Rhiannon McGarvey Late Fee

Mr. Weidner explained recent events with Ms. McGarvey regarding a late fee to her account. The account was credited on April 23, 2015. Ms. McGarvey claimed that she dropped payment off at the office on the date of the check, April 10, 2015 and should not be assessed a late fee. Mr. Weidner explained to her that payments are posted daily. If any payments are not able to be processed the same day, they are processed the following business day. We insure that all payments on hand are posted prior to assessing any late charges.

After researching the complaint Mr. Weidner was unable to prove that the payment was not made on time. In most cases, the water bill stub is stamped with the date received when customers come in to make payment. Unfortunately, the stub was not dated. The water clerk has been instructed that all billing stubs are required to be stamped with the date received.

Mr. Weidner asked the board if they wished to waive the late fee.

Mr. Greg Iiams made a motion to accept a one-time waiver of the late fee without setting precedence for future situations and waivers.

Ms. Pat Cochenour seconded the motion.

The Vote: Ms. Ann Elleman, yea; Ms. Pat Cochenour, yea; Mr. Greg Iiams, yea.

The motion passed: 3 yeas – 0 nays

Ms. Ann Elleman moved to adjourn the meeting. Mr. Greg Iiams seconded the motion.

The Vote: Ms. Ann Elleman, yea; Ms. Pat Cochenour, yea; Mr. Greg Iiams, yea.

The motion passed: 3 yeas – 0 nays.

The Meeting was adjourned at 6:34 p.m.

Next Meeting Date: **Monday, May 11, 2015**

Next Resolution No.: **15-16**

Fiscal Officer Jeff Weidner

BPA Chairperson Pat Cochenour

Date Accepted _____