

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

**MINUTES: November 24, 2014**

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

Roll Call: Ms. Ann Elleman, present; Mr. Mike Myers, absent (excused); Chairperson, Ms. Pat Cochenour, present.

Recorder: Mr. Jeff Weidner, Fiscal Officer

Guests: Mr. Greg Iiams, 211 Clermont, Russells Point  
Mr. Dale Albert, Contracted License Holder

Minutes: November 10, 2014  
*Ms. Ann Elleman moved to approve the November 10, 2014 minutes as submitted.*  
*Ms. Pat Cochenour seconded the motion.*  
*The Vote: Ms. Ann Elleman, yea; Ms. Pat Cochenour, yea.*  
*The motion passed: 2 yeas – 0 nays*

Vouchers: *Ms. Ann Elleman moved to approve the bills that were paid for the board.*  
*Ms. Pat Cochenour seconded the motion.*  
*The Vote: Ms. Ann Elleman, yea; Ms. Pat Cochenour, yea*  
*The motion passed: 2 yeas – 0 nays*

**REPORTS:**

- A. October Water Loss Report  
The board was provided a copy of the report for review showing a loss of 16.2%.

**ADJUSTMENTS:** None

**RESOLUTIONS:**

- A. **Resolution 14-15, Water Rates & Fees**  
**A RESOLUTION TO ESTABLISH THE WATER RATES, FEES AND CHARGES OF MUNIPAL WATER.**  
Changes to be made: The board agreed that the minimum service charge shall be increased by \$1.00 for those customers within the village limits and \$1.50 for those customers outside the village limits. All other rates and fees will remain unchanged.  
*Ms. Ann Elleman made motion to accept Resolution 14-15 by title on the first reading with corrections to be verified on the second reading.*  
*Ms. Pat Cochenour seconded the motion.*  
*The Vote: Ms. Pat Cochenour, yea; Ms. Ann Elleman, yea.*  
*The motion passed: 2 yeas – 0 nays.*

**TABLED ITEMS:** None

**CITIZEN'S COMMENTS:** None

**OLD BUSINESS:**

- A. New Well & Aeration Pump Projects  
After attempting to get accurate number from the EPA for the elevation requirements of the pitless adapter, due to possible flood plain levels, Layne Christensen has decided to make an educated guess based on the new statistics and will increase the height by one foot.  
Both projects may be completed by the end of the year.

**B. Possible Leak at Grand & Warden**

Mr. Albert has looked at the area but was unable to determine if the water is coming from the water lines or if it is coming from sump pumps of nearby homes. He will contact Miles Leak Detection to see if they are able to find any leaks in the system.

**NEW BUSINESS:****A. Financial Status**

Mr. Weidner addressed the board regarding the financial status of the water department and outstanding debt. One of the OPWC loans will be paid off in January 2017. This will alleviate \$21,300 per year in debt payments.

**B. Continental Utility Software**

Mr. Weidner attended an online training session for the CUSI water billing software. He reported that there are differences in the way the village has the system setup with customer accounts, and the way CUSI suggests accounts are handled. However, at this point, it would be very difficult to change all the account numbers. Mr. Weidner will discuss this further with CUSI to see if they have any suggestions on the best practice to update the accounts.

**C. Five Year Budget**

After a recent finance committee meeting it was suggested that the BPA determine which items should be budgeted for in 2015. Mr. Albert had updated his five year plan and five items were slated for 2015.

1. Replace 2" main in the 700 block of Miami - \$20,000
2. Paint the softener tanks - \$7,500
3. Electrical upgrade to code in the softener room - \$10,000
4. Replace three old valves - \$12,000
5. Abandon 4" main on south side of St. Mary of the Woods Church - \$8,000

*Ms. Pat Cochenour made motion to approve all five items to be budgeted in 2015.*

*Ms. Ann Elleman seconded the motion.*

*The Vote: Ms. Pat Cochenour, yea; Ms. Ann Elleman, yea.*

*The motion passed: 2 yeas – 0 nays.*

**D. High Water Usage**

Mr. Albert reported that he notice a higher than normal usage recently. The water department has not been able to locate any leaks. He noted that the high usage may be a result of residents letting their faucets drip during the recent below freezing temperatures.

*Ms. Ann Elleman moved to adjourn the meeting. Ms. Pat Cochenour seconded the motion.*

*The Vote: Ms. Ann Elleman, yea; Ms. Pat Cochenour, yea.*

*The motion passed: 2 yeas – 0 nays.*

The Meeting was adjourned at 6:35 p.m.

Next Meeting Date: **Monday, December 8, 2014**

Next Resolution No.: **14-16**

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Fiscal Officer Jeff Weidner

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BPA Chairperson Pat Cochenour

Date Accepted \_\_\_\_\_