

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

**MINUTES: October 15, 2019**

Ms. Pat Cochenour called the meeting to order at 6:00 p.m.

Roll Call: Ms. Pat Cochenour, present; Ms. Libby Stidam, present; Ms. Mary Herring, present

Recorder: Mr. Jeff Weidner, Fiscal Officer

Guests: Mr. Greg Iiams, Council Member  
Mr. Dave Wallace, Council Member  
Mayor Robin Reames

Minutes: September 23, 2019 Meeting  
*Ms. Libby Stidam moved to approve the September 23, 2019 meeting minutes.*  
*Ms. Mary Herring seconded the motion.*  
*The Vote: Ms. Mary Herring, yea; Ms. Libby Stidam, yea; Ms. Pat Cochenour, yea*  
*The motion passed: 3 yeas – 0 nays*

Vouchers: *Ms. Mary Herring made a motion to approve the bills that were paid for the board.*  
*Ms. Libby Stidam seconded the motion.*  
*The Vote: Ms. Mary Herring, yea; Ms. Libby Stidam, yea; Ms. Pat Cochenour, yea*  
*The motion passed: 3 yeas – 0 nays*

**REPORTS:**

- A. Water Loss Reports  
The board was provided a copy of the June (36.4% loss), July (program issue), and the September (16.6% loss) water loss reports as submitted by Mr. Albert, contracted license holder. The July report has noted that there was a program issue and there is no billed income, billable water, billed water usage, or percentage of loss completed on the form. The board will get more information on this report for the next meeting.
- B. Notice of Violation – Lead Consumer Notice  
Mr. Albert receive a notice of violation from the Ohio EPA for failure to issue lead consumer notice within two business days of receipt of the lead tap monitoring results. Verification was due September 23 and was received by the EPA on September 25<sup>th</sup>. The letter notes that there is no further action require. Ms. Cochenour reported that Mr. Albert informed her that the results were late due to a family emergency.

**ADJUSTMENTS:**

- A. Mr. Robert Lambert, Lot 44 Holiday Beach, Acct. 4815-RO (-\$41.40)  
Meter was leaking in pit and repaired by placing a new washer on the outlet side of meter. The following month during meter reading it was discovered that it was leaking again. A second washer was added to the outlet side and has been checked periodically to ensure that there was no more leaks. This issue has required several adjustments to the bill since July. There has been no further leaking and this should be the final adjustment.
- B. Ms. Betty Johnson, 350 Taylor, Acct. 0665-2-RO (-\$50.00)  
The account was assessed a \$50.00 shut off fee for non-payment but the water was already off due to a leak, reference work order 10986.

C. Bad Debt Write Off

The following are closed accounts with outstanding balances. These properties have been sold and are unable to be assessed to property taxes and will be written off a bad debt.

Chad Musser	Acct. 1075-3-1A	\$72.34
Jeffrey Deitsch	Acct. 1700-3-RO	\$98.51
Eric Barhorst	Acct. 2370-1-RO	\$12.29
James Hunter	Acct. 3455-RO	\$4.95
David Houseberg	Acct. 3540-1-RO	\$63.41

*Ms. Pat Cochenour made a motion to accept the above adjustment. Ms. Libby Stidam seconded the motion.*

*The Vote: Ms. Mary Herring, yea; Ms. Libby Stidam, yea; Ms. Pat Cochenour, yea.*

*The motion passed: 3 yeas – 0 nays*

**RESOLUTIONS:** None

**TABLED ITEMS:** None

**CITIZEN’S COMMENTS:** None

**OLD BUSINESS:**

A. Hydrant Flushing

Mr. Wallace reported that he spoke with Fire Chief Gibson who told him that the gauges that were supplied by the water department are aged and do not appear to be calibrated. Chief Gibson noted that they are required to test the pressure in accordance with the ISO standards and the gauges should be calibrated and a new gauge with certification would cost around \$1,000 or the current gauge could be sent out for calibration. The board was unsure as to whether the gauges are required to be calibrated for the water department. Jeff will check with Mr. Albert to see if the gauges are calibrated and if it is a requirement for the water department and also speak with Chief Gibson to find out where a new gauge can be purchased or have the old one calibrated.

It will also need to be determined if there should be a written agreement between the fire department and the water department to do hydrant flushing.

B. New Generator for Water Plant

Ms. Stidam reported that WW Williams reported that the current gas line to the water plant is not large enough to operate the generator and that they will need to contract Vectren. Buschur Electric and Area Energy will need to update their quotes and should have it ready for the next meeting.

C. Air Valve Replacement

Ms. Cochenour spoke with Mr. Albert who informed her that he did not have any luck on changing the valves to Kentrol brand valves so he plans on replacing the one valve with the current Keystone brand valve.

D. Fence Around New Well

Mr. Albert reported that workers can try to get quotes on installing a fence around the new well. During discussion it was noted that in prior meeting it was determined that we should build some type of wall to help prevent erosion of the mound of dirt around the well head on the side facing the outfield of the ball diamond before the fence is installed. It will also need to be determined if there are any requirements on how far away from the well head the fence should be, how tall, and how large of a gate will be needed before getting quotes.

E. Backup Operator

The board needs to discuss with the EPA and Solicitor as to whether there should be a written agreement for the backup plant operator.

**NEW BUSINESS:**

A. 127 Clermont – New Water Service

An individual looking to purchase a piece of property located at 127 Clermont would like to get an estimate for providing water to the property. In 2007 the structure that was originally there was razed and water service disconnected. This have been an inactive account since that time. Mr. Reese went out to the property and verified that the meter pit is no longer there, and they were unable to find a curb stop. The board agreed that this may be a property that did not have a curb stop and that if the customer wishes to obtain service it would be consider a new tap and assessed the charges of \$1,200 tap in fee, \$15.00 permit fee, and material costs per the current resolution.

B. 2020 Budget Items

Jeff Weidner and Tim Reese discussed things that are needed for the water plant and should be considered for the 2020 budget.

1. Dehumidifiers for three rooms – currently using small dehumidifiers that are not large enough for the size of the room. Consider having commercial size installed.
2. Furnace/AC water plant officer – AC not currently working and the furnace is old. Consider installation of new furnace/AC unit.
3. Furnaces for the GAC and softener rooms – Current heaters are undersized and during cold months have a hard time keeping temperature above 35 degrees.
4. Drain lines in pump room – When new sump pit was installed, two drain lines were not reconnected to the pit and hold water. Lines may not have been reconnected due to the structural integrity of the pit.
5. Water plant garage floor – Groundhogs have dug a tunnel under the concrete floor of the garage section of the building. This may be causing cracking and sinking of the concrete floor. Need to look into filling the void with concrete.
6. Painting of iron filters – as recommended by the EPA survey.

The board will setup a meeting time that both Dale Albert and Tim Reese can attend to address these items and other items that need to be completed.

*Ms. Libby Stidam moved to adjourn the meeting. Ms. Mary Herring seconded the motion.*

*The Vote: Ms. Pat Cochenour, yea; Ms. Mary Herring, yea; Mr. Libby Stidam, yea.*

*The motion passed: 3 yeas – 0 nays*

The meeting was adjourned at 7:47 p.m.

Next Meeting Date: **Monday, October 28, 2019 at 6:00 p.m.**

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Jeff Weidner, Fiscal Officer

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BPA Chairperson Pat Cochenour

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