

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

MINUTES: February 27, 2023

The Fiscal Officer called the meeting to order at 5:00 p.m.

Roll Call: Ms. Pat Cochenour, present; Ms. Libby Stidam, present; Ms. Mary Herring, absent
Ms. Libby Stidam made a motion to excuse Ms. Herring from the meeting.
Ms. Pat Cochenour seconded the motion.
The Vote: Ms. Pat Cochenour, yes; Ms. Libby Stidam, yea.
The motion passed: 2 yeas – 0 nays

Recorder: Mr. Jeff Weidner, Fiscal Officer

Guests: Mr. Greg Iiams, Council Member
Mr. Dan Tynan, Water Superintendent

Minutes: February 13, 2023 Meeting
Ms. Pat Cochenour made a motion to approve the February 13, 2023 minutes as written.
Ms. Libby Stidam seconded the motion.
The Vote: Ms. Pat Cochenour, yea; Ms. Libby Stidam, yea.
The motion passed: 2 yeas – 0 nays

Vouchers: *Vouchers will be presented at the next meeting.*

REPORTS: None

ADJUSTMENTS:

- A. Elizabeth Gibson; Acct. 3336; 101 E. Elliott; -\$4.70 penalty
- Steve Butler; Acct. 4713; 75 Anchor Lane; -\$30.26 penalty
- Jacob Brown; Acct. 4957; 319 W. Main; -\$27.16 penalty

The penalties above were removed from the account because all were on payment plans for leaks.
Ms. Pat Cochenour made a motion to approve the adjustments as stated above.
Ms. Libby Stidam seconded the motion.
The Vote: Ms. Pat Cochenour, yea; Ms. Libby Stidam, yea.
The motion passed: 2 yeas – 0 nays

RESOLUTIONS: None

CITIZEN'S COMMENTS:

OLD BUSINESS:

- A. EPA Inspection
The board was provided a copy of the completed EPA Inspection results. There was one violation regarding exposed holes on the wellheads which has already been resolved.

- B. Tower Lights
As of this meeting, the FAA tower lights have not been replaced by Leary Construction.

NEW BUSINESS:

- A. Chlorinators
New chlorinators were purchased and the department now has two new backups. These should last around ten years.

B. CTI Engineers Water Capacity Study

Mr. Tynan will meet with CTI next week in preparation of the study.

C. Electronic Billing

SendGrid is a cloud-based provider that allows mass emailing. This is currently used in conjunction with the utility billing software to email bills and payment confirmations. Currently we are using the free service which allows up to 100 emails to be sent at one time. Due to the increased number of water customers electing to receive their bills electronically we will need upgrade to the next level of service which costs around \$20 per month and allows 50,000 emails per day. The documentation has been submitted to SendGrid to request tax exemption prior to upgrading the software.

Ms. Pat Cochenour moved to adjourn the meeting. Ms. Libby Stidam seconded the motion.

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

The motion passed: 2 yeas – 0 nays

The meeting was adjourned at 5:31 p.m.

Next Meeting Date: **Monday, March 13, 2023 at 5:00 p.m.**

Jeff Weidner, Fiscal Officer

BPA Chairperson Libby Stidam

Date Accepted _____