

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

MINUTES: January 22, 2018

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

Roll Call: Ms. Pat Cochenour, present; Ms. Ann Elleman, present; Ms. Libby Stidam, present

BPA Chair: *Ms. Stidam made a motion to nominate Ms. Cochenour as the Chairperson for the BPA. Ms. Ann Elleman seconded the motion.*

*The Vote: Ms. Pat Cochenour, yea; Ms. Ann Elleman, yea; Ms. Libby Stidam, yea.
The motion passed: 3 yeas – 0 nays*

Recorder: Mr. Jeff Weidner, Fiscal Officer

Guests: Mr. Dave Wallace, Council Member
Mr. Greg Iiams, Council Member
Mr. Dale Albert, Contracted Licensed Water Superintendent

Minutes: January 8, 2018 Meeting

Mr. Ann Elleman moved to approve the January 8, 2018 minutes as submitted.

Ms. Libby Stidam seconded the motion.

*The Vote: Ms. Pat Cochenour, yea; Ms. Ann Elleman, yea; Ms. Libby Stidam, yea.
The motion passed: 3 yeas – 0 nays*

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

Ms. Libby Stidam seconded the motion.

*The Vote: Ms. Pat Cochenour, yea; Ms. Ann Elleman, yea; Ms. Libby Stidam, yea.
The motion passed: 3 yeas – 0 nays*

REPORTS:

A. Work List – January 22, 2018

The board reviewed the work list that was provided by Mr. Dale Albert, Water Superintendent.

ADJUSTMENTS:

A. Subway, Acct. 0615-1-BO, 204-R-Lincoln, (+406.33)

Due to damage to the water meter the account did not read properly. An average read was calculated and was used to make necessary adjustments to the months that the meter did not read properly. The account was adjusted to add \$351.33 for unbilled usage and \$55.00 to replace the damaged meter head.

Ms. Pat Cochenour made a motion to approve of the adjustment. Ms. Libby Stidam seconded the motion.

*The Vote: Ms. Pat Cochenour, yea; Ms. Ann Elleman, yea; Ms. Pat Cochenour, yea.
The motion passed: 3 yeas – 0 nays*

RESOLUTIONS: None

TABLED ITEMS: None

CITIZEN'S COMMENTS: None

OLD BUSINESS:

A. Water tower signal

The new equipment has been received and programming is done. Installation will take place as weather permits.

B. Contingency Plan

The final draft is complete and it will be printed this week.

C. Brine Pit Maintenance

The maintenance on the pit is complete and has been back online for nearly a month.

D. Ohio Rural Water Energy Assessment

Mr. Albert has not received a final report from RCAP on the assessment.

E. Water Tower Use Agreement (Logan County Water Pollution Control)

Mr. Albert reported that the LCWPC antenna that use to be on the water tower has been removed and placed on their own property. The agreement passed in 2014 to allow the sewer department to place the antenna on the water tower is no longer needed.

F. Paint on North Water Tower

Mr. Albert will contract Leary Construction to see if they can do anything about the chipping paint.

NEW BUSINESS:

A. Verida Mallory, Acct. 4170-2-RO

Ms. Mallory spoke with the fiscal officer and requested that the late fee of \$3.84 assessed on January 16, 2018 be removed from her account because she could not pay her bill on Monday, January 15, 2018 because the offices were closed due to the holiday. The fiscal officer explained to Ms. Mallory that payments were due by the 15th of every month, all payments that were in the mail and drop box were considered to be on time, and that payments received on the 16th throughout the day prior to assessing the penalties were posted and considered on time.

Mr. Weidner informed the board that penalties were not posted until around 2:00 p.m. on the 16th after all payments received up to that point had been posted. Ms. Mallory did not call to make a credit card payment until around 4:00 p.m. on the 16th. The board agreed that the penalty will remain on the account.

B. Various Broken Water Lines

Due to the recent below zero temperatures, several properties were found to have broken water lines which were found while doing the monthly meter readings. The fiscal officer called property owners to let them know and meters were turned off.

C. New Account, 417 High St.

It was discovered that the water clerk was not informed that the new structure at 417 High had been completed, was being lived in, and to start billing for water. The fiscal officer will find out when the property was first occupied and calculate the minimums and usage charges to date.

D. Indian Lake Community Church, Acct. 3415-3

A plumbing contractor hired by the church to thaw frozen lines melted the wires on the water meter.

The cost to replace the meter head is \$55.00. An adjustment to the account will be made to charge the customer the replacement cost.

Ms. Libby Stidam moved to adjourn the meeting. Ms. Ann Elleman seconded the motion.

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

The motion passed: 3 yeas – 0 nays

The meeting was adjourned at 6:24 p.m.

Next Meeting Date: **Monday, February 12, 2018**

Jeff Weidner, Fiscal Officer

BPA Chairperson Pat Cochenour

Date Accepted _____