

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

MINUTES: November 26, 2018

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. Dave Wallace, Council Member
Mr. Greg Iiams, Council Member
Mr. Jason Richter, Street & Water Laborer

Minutes: November 13, 2018 Meeting
Ms. Libby Stidam moved to approve the November 13, 2018 minutes as submitted.
Ms. Mary Herring seconded the motion.
The Vote: Ms. Pat Cochenour, yea; Ms. Mary Herring, yea; Ms. Libby Stidam, yea
The motion passed: 3 yeas – 0 nays

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

REPORTS:

- A. Water Loss Report
The water loss report for October showing a loss of 21.3% was presented to the board.

ADJUSTMENTS:

- A. Slavin, Acct. 1605-3-3, 422 Buckeye
The owner informed the water department that the tenant at this location has moved out and his daughter will be taking over the account. Per owner's request, the balance of \$34.17 on the prior tenants account 1605-3-2 be transferred to his daughters account 1605-3-3 for payment.

Ms. Pat Cochenour made a motion to approve the adjustments stated above.
Ms. Libby Stidam seconded the motion.
The Vote: Ms. Pat Cochenour, yea; Ms. Mary Herring, yea; Ms. Libby Stidam, yea.
The motion passed: 3 yeas – 0 nays

RESOLUTIONS: None

TABLED ITEMS: None

CITIZEN'S COMMENTS:

OLD BUSINESS:

- A. Asset Management Plan
The solicitor was provided a copy of the contract from Hull & Associates for review, but has not had time to advise on it.
- B. Hydrant Flushing

A fire hydrant on Harborview has been flushed.

C. Fence Around New Well

No new information.

D. New Generator Quotes

A quote from Carey Electric has not been received yet. It is still unknown if WW Williams has made contact with Dale Albert, or if plans are required by the EPA.

E. Paint Chipping on North Water Tower

It was reported that Leary Construction has patched the chipped areas on the North water tower.

F. Road Repairs to Water Plant

No new information

G. Contingency Plan

Mr. Weidner still needs a copy of the contingency plan to submit to USDA as requested during their financial audit earlier this year. A copy is also needed for placement at the water plant. The board will need to check with Dale to verify the number of backup operators that need to be listed in the plan.

H. 72-R-Lot, Jon Messenger, Acct. 4965-5-RO (9/18/18)

Dale contacted Reichert Excavating for help with the repair as this requires a lot of hand digging.

I. 14-2-L Harbourside, Acct. 4400-1-RO (2011)

The touchpad read during the regular meter readings in November. If the meter reading is correct, the account has fallen behind and should have been charged an additional estimated \$500 for usage. The property has changed hands over a year ago so it is unknown which property owner is responsible for the additional usage. The water department will periodically check the touchpad and take readings to see if it appears that everything is working. They will also contact the owner to gain access to the meter to compare the readings.

J. 9481 Orchard Isl. Rd. – Spend A Day Meter Replacement

A new meter has been received. Workers will get with the owner of Spend-A-Day to schedule a time of installation as the water will need to be turned off to the business office and the trailer park in order to install.

NEW BUSINESS:

A. Pump Room Roof Leak

It was reported that the roof in the pump room has been leaking around the heater chimney since March of this year. It was suggested that Cotterman Roofing be contacted to repair the leak.

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 6:47 p.m.

Next Meeting Date: **Monday, December 10, 2018 at 6:00 p.m.**

Jeff Weidner, Fiscal Officer

BPA Chairperson Pat Cochenour

Date Accepted _____