

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

MINUTES: January 28, 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. Dave Wallace, Council Member
Mr. Greg Iiams, Council Member
Mayor Robin Reames

Minutes: January 14, 2019 Meeting

Ms. Libby Stidam moved to approve the January 14, 2019 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: None

ADJUSTMENTS: None

RESOLUTIONS:

A. Resolution 19-30; Contractor Agreement with Dale Albert

A RESOLUTION AUTHORIZING THE BOARD OF PUBLIC AFFAIRS TO EXECUTE AN INDEPENDENT CONTRACTOR AGREEMENT WITH DALE ALBERT (INDEPENDENT CONTRACTOR) AND DECLARING AN EMERGENCY IN THE VILLAGE OF RUSSELLS POINT, OHIO.

After the recent review of the contract with Mr. Albert for the purpose of supervision for the technical operation and maintenance of the water system, the Ohio EPA suggested that Section 1B, be amended to better clarify the responsibilities of the contractor. The contract was amended and presented to the board for approval.

Ms. Libby Stidam made a motion to waive the three-reading rule.

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

Ms. Libby Stidam made a motion to accept Resolution 19-30 by title.

Ms. Pat Cochenour seconded the motion.

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

The motion passed: 3 yeas – 0 nays

TABLED ITEMS: None

CITIZEN'S COMMENTS: None

OLD BUSINESS:

A. Asset Management Plan

Dale and Jeff met with a representative from Hull & Assoc. to discuss the list of items needed to prepare the plan. Some required information was provided onsite. Since the meeting, Jeff has provided all the financial reports and is working on providing them with requested policies for purchasing and billing.

B. Contingency Plan

Dale still needs to clarify with the EPA if the village is required to have one or two backup operators.

C. New Generator Quotes

A quote from Carey Electric has not been received yet. Dale Albert has not made contact with WW Williams and has not found out if plans are required by the EPA.

D. Vacancy - Open Positions

Ms. Cochenour and Mayor Reames have interviewed three new applicants. Based on the interviews, there are two individuals that they feel would be valuable assets, one of which was a prior employee. They suggested to the other board members a starting wage for both individuals and a devised plan for future requirements and pay increases as the requirements are met. The board agreed with the pay structure and requirements as outlined. The fiscal officer was asked to amend the job description as necessary for approval by council.

NEW BUSINESS:

A. EPA Notice of Violation

The board was provided a copy of a notice of violation issued by the Ohio EPA dated January 11, 2019. The notice addressed inaccuracies in the 2017 CCR report but does not reference any need for corrective action or required response.

B. 400 Lincoln Blvd. – Laundry Room

The department received a call of a leak in the laundry room of the Point Village Apartments. Upon arrival Mr. Reese, Street Superintendent noted that the main entry door to the laundry room had been left open. He found that the meter located inside the building had frozen and busted. The water was turned off, but a replacement meter will need to be purchased due to the size. The board directed the fiscal officer to issue an invoice to the apartment complex for the replacement of the meter.

C. 117 Wilgus Leak

A leak was found on the outlet side of the meter at a setter nut. The nut was tightened, and the leak stopped. Since the leak was at the outlet side of the meter setter, the water leak registered on the meter. The account will need to be reviewed and adjusted based on prior usage, as this is not a customer issue.

Ms. Libby Stidam moved to adjourn the meeting. Ms. Pat Cochenour 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 7:10 p.m.

Next Meeting Date: **Monday, February 11, 2019 at 6:00 p.m.**

Jeff Weidner, Fiscal Officer

BPA Chairperson Pat Cochenour

Date Accepted _____