

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

MINUTES: April 12, 2021

Ms. Libby Stidam called the meeting to order at 5:00 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
Ms. Dianne Gauder, Mayors Court Clerk

Minutes: March 22, 2021 Meeting
*Ms. Mary Herring made a motion to approve the minutes of March 22, 2021 as written.
Ms. Pat Cochenour the motion.
The Vote: Ms. Pat Cochenour, yea; Ms. Libby Stidam, yea; Ms. Mary Herring, yea.
The motion passed: 3 yeas – 0 nays*

Vouchers: *Ms. Pat Cochenour 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. Libby Stidam, yea; Ms. Mary Herring, yea.
The motion passed: 3 yeas – 0 nays*

REPORTS: None

ADJUSTMENTS:

- A. Amanda Schmehl, Acct. 3250, 217 Grand
David Gansheimer, Acct. 4053, 242 Park

A payment of \$95.52 was posted to Acct. 3250 incorrectly. This amount was payment for two separate accounts. The \$95.52 payment was reversed and reapplied correctly to the two separate accounts (\$64.80 to acct. 3250 and \$30.72 to acct. 4053).

Ms. Pat Cochenour made a motion to accept the account adjustments. Ms. Mary Herring seconded the motion.

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

- B. Leslie Rhoads, Acct. 4295-4

Customer contacted the water department and requested the waiver of the \$50.00 shut off fee that was assessed to the account on April 5, 2021 for non-payment. She stated that she was out of town and mailed the payment from St. Petersburg, Florida on March 5, 2021. After her return from Florida, she found that the payment had been returned to her address in Ohio and didn't understand why it was not delivered as addressed. She stated that she had the unopened return envelope with her check still inside and stated she would drop it off to the water clerk in person. The envelope was delivered and provided to the board for inspection. The envelope used to mail the payment was a double window envelope that showed Mr. Rhoads name and address (Liberty Twp., OH) in the bottom window with Russells Point Water in the return window. The customer had hand written Russells Point Water and address to the right of the two windows and placed a return address sticker above the return address window. The envelope was postmarked on March 5 in Florida.

The board inspected the envelope and felt that it was not clearly marked for postal service as it had four addresses on the envelope and was likely the cause for the return to sender.

Ms. Mary Herring made a motion to waive the \$50.00 shut off fee. Ms. Pat Cochenour seconded the motion.

*The Vote: Ms. Pat Cochenour, nay; Ms. Libby Stidam, nay; Ms. Mary Herring, nay.
The motion failed: 0 yeas – 3 nays*

RESOLUTIONS: None

CITIZEN'S COMMENTS: None

OLD BUSINESS:

A. Backup Operator

Mr. Weidner, Ms. Stidam, Ms. Cochenour and Mr. Reese met with Mr. Alan Lusk to discuss contracting with him for a backup operator of record for the water plant. Ms. Stidam informed the board that Mr. Lusk is a Class 1 full time employee with the City of Marysville and most of his experience is in the field. Mr. Lusk is interested in serving as a backup operator of record and would like to be paid around \$30.00 per hour for backup services. Ms. Stidam also noted that after much thought that she would like the board to consider hiring Mr. Tynan as a full-time operator providing he receives his certification in Ohio and having Mr. Albert or Mr. Lusk serve as a backup operator. The board agreed that this may be the better option for the Village going forward and would allow for better policies, procedures and training to be established for the department. Since this option would include establishing an additional position, the board will need to get council approval before moving forward.

B. Main Street – Water Main Repair

This repair was completed on Wednesday, March 24th and the repair did require a boil water alert for approximately seven businesses.

C. Sunnyside – Valve Replacement

The valve replacement was completed on Monday, March 29th. A boil water alert was issue to approximately six residents.

D. Online Payment Portal

Mr. Weidner provided a copy of the draft announcement to customers introducing the new payment portal and payment options which will be available on May 1st. He asked that the board review the information carefully and let him know if they would like any changes. This information will be mailed with the April water bills.

NEW BUSINESS:

A. USDA Compliance Review

The board was informed that the compliance review that is normally done in person every two or three years is being done through questionnaires due to the pandemic. Some of the information will need to be completed by Mr. Albert as the operator of record while the remaining information can be completed by the fiscal officer. Mr. Albert has been informed and provided the documents that he will need to complete. All questionnaires need to be completed and submitted by the deadline date of April 23, 2021.

B. Replacement Water Main – Orchard Island

Mr. Weidner reported that he met with the Mayor, Andy Shuman of Choice One Engineering, and Brian Schultz of Logan County Sewer District. The meeting was to discuss the upcoming sewer replacement project that will be taking place on Orchard Island. The sewer district has offered to allow the village to replace the water main north of Orchard Island Bridge that extends to Spend-A-Day Marina while the new sewer lines are being installed. The cost to the village would be for materials only. Choice One is working on an estimate.

C. Bellefontaine Island Water Leak

It was brought to the boards attention that there is a large water leak somewhere between the seawall at Brads Way and Bellefontaine Island. Mr. Reese and Indian Joint Fire Chief, Mark Gibson will be using the fire department equipment to follow the distribution line under water to try to locate and repair the leak.

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

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

The motion passed: 3 yeas – 0 nays

The meeting was adjourned at 6:18 p.m.

Next Meeting Date: **Monday, April 26, 2021 at 5:00 p.m.**

Jeff Weidner, Fiscal Officer

BPA Chairperson Libby Stidam

Date Accepted _____