

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

**MINUTES: March 22, 2021**

This meeting was held via teleconference due to COVID-19  
Ms. Libby Stidam 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. Greg Iiams, Council Member  
Ms. Dianne Gauder, Mayors Court Clerk  
Mr. Tim Reese, Maintenance Team Supervisor  
Mr. Dale Albert, License Operator of Record

Minutes: March 8, 2021 Meeting  
*Ms. Libby Stidam made a motion to approve the minutes of March 8, 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: *Vouchers will be presented at the next meeting.*

**REPORTS:**

- A. Ambient Ground Water Quality  
The board received a copy of the results for the Fall 2020 Ambient Ground water Quality Monitoring Event. The EPA does this testing annually free of charge to the village.
- B. Annual ODNR Report  
The board was provided a copy of the completed ODNR Withdrawal Report.

**ADJUSTMENTS:**

- A. Mark Stewart, Acct. 3050-6, 117 Wilgus, -\$3.03  
Richard Koehler, Acct. 0830-2-RO, 210 Morse, -\$2.97  
Both of these accounts were assessed a late penalty which was removed because they were on payment plans for large leaks.  
*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*

**RESOLUTIONS:**

- A. **Resolution 21-39; Rates, Fees and Charges – third reading**  
A RESOLUTION ESTABLISHING THE MUNICIPAL UTILITY RATES, FEES AND CHARGES IN THE VILLAGE OF RUSSELLS POINT.  
*Ms. Pat Cochenour made a motion to accept Resolution 21-39 by title on the third reading.*  
*Ms. Libby Stidam seconded the motion.*  
*The Vote: Ms. Pat Cochenour, yea; Ms. Libby Stidam, yea; Ms. Mary Herring, yea.*  
*The motion passed: 3 yeas – 0 nays*

**CITIZEN'S COMMENTS:** None

**OLD BUSINESS:**A. Backup Operator

Mr. Weidner, Ms. Stidam, Ms. Cochenour and Mr. Reese met with Mr. Dan Tynan to discuss contracting with him for a backup operator of record for the water plant. Ms. Stidam would like for Mr. Albert to meet with him as well. In addition, Mr. Alan Lusk from Lakeview provided a copy of his resume and the board agreed that he is to be contacted to setup a meeting with him as well for the position.

B. Meeting Times

This was discussed and agreed upon during the last meeting but a formal vote was not completed. Board members were contacted and this meeting remained at 6:00 until a formal vote could be taken.

*Ms. Libby Stidam made a motion to change the meeting time to 5:00 and resume in person meetings.*

*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*

C. Hydrant Flushing

All hydrants on the south side of the village were flushed last year. Mr. Reese will get with the fire chief to determine a schedule to start the flushing of hydrants on the north side.

D. Valve Exercising

No more valves other than those required to be exercised for digs have been done since last fall. Mr. Reese reported that this is something that the maintenance team can start working on again in spare time.

E. Emergency Air Tank

Ms. Stidam asked if the replacement air tank harness and face mask equipment for the water plant has been ordered yet. This has not been ordered as of yet because there was not enough money budgeted and money will need to be moved from another account to cover the purchase. Mr. Weidner will work on getting the purchase order completed and Mr. Reese will order the replacement pieces of the equipment that is needed. It was also determined that the Indian Joint Fire District Chief, Mark Gibson is certified and can train all the employees on the proper use of the equipment.

**NEW BUSINESS:**A. Water Plant Toilet Repair

The new touchless toilet that was installed at the water plant is once again flushing on its own every so often. Mr. Reese reported that Vogel Plumbing has changed the tank two or three times. Each time it has been repaired it works for a while and then the problem starts again. Mr. Reese was instructed to contact Vogel again to repair.

B. Water Plant Maintenance

The board discussed housekeeping and some general building maintenance at the water plant. Mr. Reese explained that it is difficult to keep the tile floors in the office and lab looking good. This is due to the protective layer of the tile has worn off. They also discussed replacing the sink in the lab.

C. Connection to the Village of Lakeview Water System

Ms. Stidam noted that the Village of Lakeview Administrator spoke with her about possibly connecting the two water systems which would allow continuous water supply in an emergency event if a water plant should go down for any reason. Mr. Albert suggested against the idea as each plant treats water differently and it could possibly be an EPA reporting nightmare and, in some cases, would prohibit it. Mr. Iiams added that there could also be issue with crossing the Slough Ditch and would also be a large expense.

D. 708 Main Street – Water Main Repair

Mr. Albert reported that they scheduled a water main repair for tomorrow which could potentially cause a boil water alert. If the repair is no more than a banding, there will be no boil water alert. The problem is in front of the Gathering Grounds and there are approximately five businesses that would be affected.

E. Sunnyside Valve Repair

An eight-inch distribution valve will need to be replaced on Sunnyside. This will be isolated to a few residents and a boil water alert will need to be issued to those customers. This issue just appeared today and the repair is tentatively scheduled for this Thursday.

F. Meter Reading Gun

Mr. Reese reported that there are issues with the meter reading guns not transferring information to the handheld which is used to download meter reads for billing. The current guns are approximately seven years old and repairs are expensive. The board agreed that these need to be replaced.

*Ms. Libby Stidam made a motion to approve the purchase of two new meter reading guns and wands.*

*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*

G. Water Loss

Since the butterfly valve was replaced in January, the daily loss is much better. Since meters could not be read in February due to the weather we have not had a full month report to determine the overall reduction in the water loss numbers.

H. Cross Connection Surveys

Mr. Weidner reported that we have had several responses to the cross-connection surveys that were sent out with the February water bills. They can now go to the maintenance team to start reviewing to determine if there is a potential hazard that needs to be inspected.

I. Fire Hydrants

Based on the hydrant flushing results from last fall, there was one hydrant on Sunnyside that was repaired, and there are two on Grand that are very old and still need to be replaced. The department does not have any hydrants in stock. The board agreed that three new hydrants need to be purchased to replace the hydrants on Grand and leave one to stock. These are approximately \$3,000 each.

*Ms. Libby Stidam made a motion to approve the purchase of three new fire hydrants.*

*Ms. Pat Cochenour seconded the motion.*

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

*The motion passed: 3 yeas – 0 nays*

*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 7:00 p.m.

Next Meeting Date: **Monday, April 12, 2021 at 5:00 p.m.**

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Jeff Weidner, Fiscal Officer

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BPA Chairperson Libby Stidam

Date Accepted \_\_\_\_\_