

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

MINUTES: September 10, 2018

Ms. Pat Cochenour called the meeting to order at 5:30 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
Mr. Dale Albert, Licensed Water Operator
Mayor Robin Reames

Minutes: August 27, 2018 Meeting

Ms. Pat Cochenour moved to approve the August 27, 2018 minutes as amended.

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

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. Work List Update

Mr. Albert presented the board with an updated work list dated September 10, 2018.

ADJUSTMENTS:

A. Brandon VanHorn, Acct. 1455-2-RO, 122 Warden (-\$50.00)

Mr. VanHorn had a past due balance of \$97.82 and a payment of \$75.00 was received on September 4, 2018 leaving a past due balance of \$22.82. Since the remaining balance was under the \$30.72 minimum the account should not have been assessed a \$50.00 shut off fee on September 5th. The shut off fee was removed from the account.

B. William Goslee, Acct. 3520-1-RO, 173 Burkhart, (-\$1,085.77)

This account was not properly final billed in 2015 when the account was changed from Mr. Goslee (property owner) to a tenant. After the tenant moved and the account was placed back into the owner, the system automatically charge the owner the minimum charge back to 2015. CUSI was contacted and they corrected the account.

C. Mansion Minders, Acct. 1765, 433 Center (+79.03)

Mansion Minders, Acct. 1677-1-RO, 526 High (-79.03)

Owner of Mansion Minders, Thomas Pulfer requested that the credit on account 1765 be transferred to his account 1677-1-RO.

Ms. Pat Cochenour made a motion to approve the adjustments.

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:

A. Mr. Dave Wallace

Mr. Wallace asked if any application were received for the street/water laborer. Mr. Weidner has received two applications to date.

OLD BUSINESS:

A. Electrical Upgrades at the Water Plant

The board reviewed the solicitors comments regarding the Area Energy Proposal that was emailed to the Fiscal Officer on August 29, 2018.

Ms. Libby Stidam made a motion to move forward with the electrical upgrades, contract with Area Energy to perform the work, and approve Ms. Cochenour to sign the proposal.

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

B. Asset Management Plan

A representative from Holland Associates will be at the next meeting to discuss how they can assist in preparing the EPA plan. Mr. Albert noted that the EPA will issue a notice of violation until the plan has been completed, however the EPA has yet to finalize the rules.

C. Hydrant Flushing

The hydrant at High & Aiken was flushed during a recent line repair.

D. Fence Around New Well

No new information.

E. Generator Repair

WW Williams has completed the generator repairs.

F. New Generator Quotes

Dale is still trying to find out if plans are required by the EPA. Area Energy visiting the plant tomorrow to start working on a quote. Dale will be contacting WW Williams for a quote.

G. Village Wide Leak Detection

Several of the small leaks that were found have been repaired. The water clerk has made work orders for the remaining leaks.

H. Ohio EPA Contract for Professional Operator

Mr. Albert will complete the application and submit it to the EPA along with his current contract.

NEW BUSINESS:

A. TTHM and HAA5 Testing

Samples for the testing will be collected tonight.

B. Lead and Copper Testing

Samples for the lead and copper testing have been collected

C. Possible Leak on North Side of Municipal Building Property

Mr. Albert reported that there may be yet another leak on the north side of the municipal building property.

D. Grant Application for Generator & Road Repairs

Mayor Reames has requested a grant application packet from USDA to apply for a grant to replace the generator at the water plant and to install a culvert and raise the low sections of Elliott Rd. leading to the water plant. She asked that the board help prepare the grant application once estimates for the projects have been obtained.

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 6:13 p.m.

Next Meeting Date: **Monday, September 24, 2018**

Jeff Weidner, Fiscal Officer

BPA Chairperson Pat Cochenour

Date Accepted _____