

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

MINUTES: August 14, 2017

Ms. Pat Cochenour called the meeting to order at 5:30 p.m.

Roll Call: Chairperson, Ms. Pat Cochenour, present; Ms. Ann Elleman, present; Mr. Greg Iiams, present.

Recorder: Mr. Jeff Weidner, Fiscal Officer

Guests: Mr. Dave Wallace, Council Member
Mr. Dale Albert, Contracted Water License Holder
Mayor Robin Reames

Minutes: July 24, 2017 Meeting

Mr. Greg Iiams moved to approve the July 24, 2017 minutes as submitted.

Ms. Ann Elleman seconded the motion.

The Vote: Mr. Greg Iiams, yea; Ms. Pat Cochenour, yea; Ms. Ann Elleman, yea.

The motion passed: 3 yeas – 0 nays

Vouchers: *Mr. Greg Iiams moved to approve the bills that were paid for the board.*

Ms. Ann Elleman seconded the motion.

The Vote: Ms. Pat Cochenour, yea; Mr. Greg Iiams, yea; Ms. Ann Elleman, yea.

The motion passed: 3 yeas – 0 nays

REPORTS:

A. Work List Update

Mr. Albert provided an updated list of work to be done. There are two security lights that are not working on the water plant building. The board asked that employees get quotes on replacing the current security lights from halogen to LED. Dale reported that he will work over vacation to repair two meter pits and settings at 154 Chase and 634 Lake.

ADJUSTMENTS: None

RESOLUTIONS: None

TABLED ITEMS: None

CITIZEN'S COMMENTS: None

OLD BUSINESS:

A. Water tower signal

SCADA Tech has inspected the tower signaling equipment. They feel that the built in relay may be the issue causing intermittent signal errors and will be preparing a quote to replace it. SCADA Tech will also be quoting switching the current phone line signal for the towers to radio read signaling, and in addition will be looking into radio read for the wells.

B. Contingency Plan

Mr. Albert is still working on the completion of the City of Kenton's plan which he will use as a guide to complete the updated plan for the village. There is no set deadline to complete.

C. Hydrant Meter at Harborside Condominiums

It was determined that the hydrant is metered and the setting is good. Mr. Albert also noted that many of the curb stops in the complex are inaccessible due to updates made by the condominium association.

Mr. Greg Iiams made a motion to direct Mr. Albert to draft a letter to the condominium association that an account needs to be established for the hydrant or service will be discontinued. In addition, the letter will request that the inaccessible curb stops be raised so that water can be shut off in emergency situations.

Ms. Pat Cochenour seconded the motion.

The Vote: Ms. Pat Cochenour, yea; Mr. Greg Iiams, yea; Ms. Ann Elleman, yea.

The motion passed: 3 yeas – 0 nays

D. Clermont Storm Sewer

Mr. Iiams stated that rip rap was installed at the end of Clermont to keep boats from being launched and to help protect the outlet storm sewer pipe. Someone has removed some of the rip rap and has been launching wave runners and other small watercraft in this location. He would like to get confirmation as to whether the Village can replace the rip rap or erect a fence, gate, or railing to block the launch.

NEW BUSINESS:

A. Failure to Reopen Flow Valve

It was reported that Mr. Richter, street and water laborer, forgot to reopen the flow valve after backwash. This resulted in the low service pumps nearly overheating and could have possibly caused the clear wells to go dry. Currently, there are fans blowing on the motors trying to cool them down. In addition, Mr. Albert reported that this may result in pink water, but feels that it was caught in time to prevent that from happening.

B. Work Hours

Mayor Reames stated that water workers would like the option of working four 10 hour days on days the office is open to the public; or work four 9 hour days and a half a day on Wednesday when the building is closed with one worker remaining on call the rest of the day.

Mr. Iiams noted that water testing is required to be done every day. Allowing workers to skew their hours would likely result in more overtime and there is already comp time on the books. This would also limit the availability of workers. Mr. Iiams and Ms. Elleman both noted opposition to allowing workers to change their hours.

The board then questioned the Mayor as to the worker's priorities, and their accountability to get the work done. There were a few jobs that have been on the work list for some time that have yet to be completed. After a lengthy discussion, the Mayor and the Board agreed to the following.

1. Work orders will be generated for work to be completed. This will identify when the task was assigned, completed, and the amount of time to complete.
2. Repetitive tasks will not be placed on work orders.

Mr. Greg Iiams moved to adjourn the meeting. Ms. Ann Elleman seconded the motion.

The Vote: Ms. Pat Cochenour, yea; Mr. Greg Iiams, yea; Ms. Ann Elleman, yea.

The motion passed: 3 yeas – 0 nays

The meeting was adjourned at 7:35 p.m.

Next Meeting Date: **Monday, August 28, 2017**

Jeff Weidner, Fiscal Officer

BPA Chairperson Pat Cochenour

Date Accepted _____