

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

**MINUTES: March 11, 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: February 25, 2019 Meeting

*Ms. Libby Stidam moved to approve the February 25, 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:**

**ADJUSTMENTS:**

A. Kammy Doles, Acct. 2720-2-3, 437 Westview

This account was charged two after hour charges for Saturday, March 2, 2019. One to turn water off for a leak and the other to turn the water back on after the repairs were made. When processing the fee the due date for the charges was not changed to the next bill due date which placed it on the shut off list for March 5, 2019 and was then again charged the shut off fee. The \$50.00 shutoff fee was removed from the account.

B. Leslie Daniels, Acct. 0330-RO, 215 White Oaks

Property sold and the credit of \$141.51 on the account was refunded to the customer.

*Ms. Pat Cochenour made a motion to approve of the adjustment and refund.*

*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:**

A. Resolution 19-31; Water Rules and Regulations

**A RESOLUTION ESTABLISHING THE RULES AND REGULATIONS GOVERNING THE USE OF MUNICIPAL UTILITIES.**

These rules were updated to include information and regulations regarding transient units. Mr. Weidner reported that these rules and regulations should undergo a complete rewrite in the future as there is information that is duplicated in other sections with slightly different information. Condensing the resolution into specific sections would be beneficial when referring to the document.

*Ms. Libby Stidam made a motion to waive the three-reading rule and declare this to be an emergency measure. 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 19-31 by title as amended to include the definition of “transient unit”. 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. Resolution 19-32; Water Rates**

**A RESOLUTION ESTABLISHING THE MUNICIPAL UTILITY RATES, FEES AND CHARGES IN THE VILLAGE OF RUSSELLS POINT.**

This resolution was amended to include charges for commercial transient units. All other charges remained the same.

*Ms. Libby Stidam made a motion to waive the three-reading rule and declare this to be an emergency measure. 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 19-32 by title. 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*

**TABLED ITEMS:** None

**CITIZEN’S COMMENTS:** None

**OLD BUSINESS:**

**A. Asset Management Program**

Ms. Cochenour reported that Mr. Albert has reviewed the Hull & Associates draft for the program and has replied to them with changes.

**B. Contingency Plan – Backup Operators**

It was determined that Ohio EPA regulations only requires one backup operator of record. The board needs to find out if Jason Richter will remain as the village’s backup operator even though he is no longer employed with the village.

**C. Resetter Repairs**

Due to various valve issues, three properties, 113 Fourth St., Lot P Willow Isle, and 215 First Street have been repaired and the issue resolved by installing a resetter. A fourth property, 355 Prater, will also be able to be repaired using a resetter but the property is currently winterized and will be done when water is restored.

**D. 209 Russell Leak**

Standing water on the road near 209 Russell was reported in late January. Workers checked all meters surrounding the area but was unable to detect a leak and was thought to be a water main issue. After further investigation, it was found that the curb stop on Taylor St. was not completely turned off when a structure on the corner was tore down.

**NEW BUSINESS:** None

*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 7:28 p.m.

Next Meeting Date: **Monday, March 25, 2019 at 6:00 p.m.**

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Jeff Weidner, Fiscal Officer

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BPA Chairperson Pat Cochenour

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