

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

**MINUTES: October 23, 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 License Holder

Minutes: October 10, 2017 Meeting

*Mr. Greg Iiams moved to approve the October 10, 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: None

**REPORTS:**

A. Work List Update

The board reviewed the list of items on the October 9, 2017 work list as provided at the last meeting and discussed the completion of each item. Many of the repair items for the box truck will budgeted for and repaired after the first of the year, however the shifter repairs have been completed. It was unknown when the last time the box truck had an oil change. The pit and setter for 154 Chase was schedule to be replaced but the bucket attachment for the skid loader broke and needed to be replaced.

**ADJUSTMENTS:**

A. Acct. 4532-6-RO, Melinda Sousley, 16-Fantasy, -\$24.65

This account was previously issued a credit due to a leak in the meter pit on September 7, 2017. The account was then charged for 5,400 gallons of usage during the September billing. Per a work order completed by Mr. Albert, the September read should have zero usage and only charged the minimum. An adjustment of \$24.65 was made on the account to credit the usage.

B. Acct. 0435-BO, Burger King, 421 Madison, -\$15.34

Acct. 0435-1, Morinda Petroleum, LLC, 421 Madison, +\$15.34

The water office was contacted on September 11, 2017 regarding the sale of Burger King with an effective date of August 31, 2017. The charge on Sept. 22 is for service from August 15 through September 15. It is assumed the usage of 8,000 gallons is Burger King's responsibility as well as the minimum for 15 days. The minimum charge for the other 15 days in the amount of \$15.34 was transferred to the new owner's account for service from August 31 through September 15.

C. Acct. 4060-1-RO, Rodney Blackeacres, 208 Chase, -\$49.70

Acct. 4060-1-1, Talya Barnes, 208 Chase, +\$49.70

Ms. Barnes has been living in this property since May 2017. She requested that the account be placed in her name. The remaining balance on the owner's account was transferred to the tenants account.

D. Acct. 2880-3-RO, Melissa Whitman, 339 Prater, -\$6.82

While organizing the water office after the recent renovations, a check in the amount of \$70.00, dated October 3, 2017 was found. Since it was probable that payment was made prior to penalties being applied, the late fee was removed from the account.

*Mr. Greg Iams made a motion to approve the adjustments for the above listed accounts. Ms. Ann Elleman seconded the motion.*

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

*The motion passed: 3 yeas – 0 nays*

**RESOLUTIONS:** None

**TABLED ITEMS:** None

**CITIZEN'S COMMENTS:** None

**OLD BUSINESS:**

A. Water Tower Signal

A purchase order has been issued to SCADAtch for the replacement of the current tower telemetry system.

B. Contingency Plan

Dale Albert will be meeting with RCAP on Thursday to start working on the plan.

C. Harbourside Condo – Yard Hydrant & Curb Stops

The department has not heard anything from the condominium association regarding the letter dated September 22, 2017 issued to them for setting up service for their yard hydrant and making the curb stops assessable.

D. Brine Pit Rebedding

Removal of old media is complete and the new gravel is onsite. This project could be complete by the end of this week.

**NEW BUSINESS:**

A. Ohio Rural Water Association - Energy Assessment Email

Per an email from Tim Ray of ORWA, the village may request an ORWA energy efficiency assessment of the water facilities at no cost. The purpose of the assessment is to locate possible energy use reductions. The assessment report can also serve as a segment of the Asset Management Plan which is required by the Ohio EPA by October 1, 2018. The board agreed to participate in the assessment. Mr. Albert will contact Mr. Ray to start the process.

B. Carolyn Winkle Letter – 802 and 814 Miami Ave.

A letter dated October 5, 2017 was received from Ms. Winkle regarding unpaid final bills for 802 and 814 Miami that she sold in November of 2016. The fiscal officer shared with the board, all previous correspondence sent to Ms. Winkle in regards to the unpaid bills. The board approved a response letter to Ms. Winkle that will be sent along with copies of the transaction history for each property. The board requested that the letter be sent by certified mail.

C. Storm Sewer Repair – Clermont & Tick Tock Alley

The board approved the repair request to replace a catch basin near the intersection of Clermont and Tick Tock Alley. The estimated cost is \$1,090. The board would like to see the repairs completed by November 16, 2017.

D. Leak – 111 Elliott Rd.

The leak that was reference on the September water loss report has been repaired.

*Mr. Greg Iams moved to adjourn the meeting. Ms. Pat Cochenour seconded the motion.*

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

*The motion passed: 3 yeas – 0 nays*

The meeting was adjourned at 6:10 p.m.

Next Meeting Date: **Monday, November 13, 2017**

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Jeff Weidner, Fiscal Officer

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BPA Chairperson Pat Cochenour

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