

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

MINUTES: July 11, 2016

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

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

Recorder: Mr. Jeff Weidner, Fiscal Officer

Guests: Mr. Dave Wallace, Council Member

Minutes: June 27, 2016 Meeting

Mr. Greg Iiams moved to approve the June 27, 2016 minutes as submitted.

Ms. Ann Elleman seconded the motion.

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

The motion passed: 3 yeas – 0 nays

REPORTS: None

ADJUSTMENTS:

A. James Seelig / Larry Deitering, Acct. 4195, 5-1-U Harbour

Mr. Deitering should have been finalized on 6/6/16 and the account placed in the renters name, Mr. Seelig. This was not done prior to billing. The account was prorated for the minimum charge and the usage was figured manually. The total of \$11.48 was removed from Mr. Deitering's account and placed on Mr. Seelig's account.

B. Alan Drahulek / Harold Jenkins, Acct. 4870, Lot 53

Water department was not informed of the change of ownership until after billing. The balance of \$49.12 on the account was removed from the previous owner and placed on the new owners account.

C. Tim Reese, Acct. 2085-RO, 201 Wilgus

The water clerk discovered an error in the amount of penalty for June. The penalty should have been 11 cents (balance on account at the time of penalty was \$1.09), however the computer generated a penalty of \$8.19. The account was credited \$8.08 to correct the issue. The software company was contacted regarding the issue. They noted that at some point, there must have been an adjustment made to penalties (the penalty line showed a credit), when it should have been adjusted under the regular water charges, leaving the account out of balance. Continental uploaded a custom report to find any other accounts that were out of balance and informed the water clerk of the steps to correct any out of balance accounts. The board was made aware that these are zero adjustments, taking any credit that may be showing under the water penalties line and applying them to the regular charges line to zero out the penalty. The clerk will be correcting all the accounts as suggested by the software company.

Mr. Greg Iiams moved to approve the account adjustments. Ms. Ann Elleman seconded the motion.

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

The motion passed: 3 yeas – 0 nays

RESOLUTIONS: None

TABLED ITEMS: None

CITIZEN’S COMMENTS: None

OLD BUSINESS:

A. Security System Installation

The installation of the system is complete. The board will do a walk-through of the water plant after the next meeting to view the new system. A+ Security will be asked to attend to explain how the system works.

B. Water Softener #1

The issue of softener #1 sticking in the backwash cycle, as discussed in the prior meeting, has been repaired and is back online.

C. GAC Tanks 1 & 3

The regeneration of the filter media in the GAC tanks is complete.

NEW BUSINESS:

A. Theft of Utility, 347 E. Elliot

In April of 2016 the water was turned off for non-payment at this location. In June it was discovered that the account showed that the meter was still off, however there had been usage in May and June. Work orders verified that the water was turned off for non-payment, and no further work orders were issued to have it turned back on, and the account was still past due. A work order was issued to turn the water back off and it was noted during completion of the task that the water meter was in fact turned back on by someone.

The board ordered that any future shutoffs at this location, that the meter be locked or pulled.

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

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

The motion passed: 3 yeas – 0 nays.

The Meeting was adjourned at 6:29 p.m.

Next Meeting Date: **Monday, July 25, 2016**

Next Resolution No.: **16-20**

Fiscal Officer Jeff Weidner

BPA Chairperson Pat Cochenour

Date Accepted _____