

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

**MINUTES: September 24, 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

Minutes: September 10, 2018 Meeting

*Ms. Libby Stidam moved to approve the September 10, 2018 minutes as amended.*

*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. Pat Cochenour made a motion to approve the bills that were paid for the board.*

*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*

**REPORTS:**

A. Work List Update

An updated work list was not available.

B. Water Loss Reports

The board reviewed the June (4.0% loss), July (26.0% loss) and August (31.5% loss) Water Loss Reports.

**ADJUSTMENTS:**

A. Steve Butler, Acct. 4980-2-RO, 75-Lot

Mr. Butler put a stop payment on a check that he issued through his online banking after finding out that the water department had not received it. He issued another bank check to replace the stop payment at the same time. Both checks were eventually received and deposited. The village was notified by the bank of the stop payment on the initial check. There were no charges assessed to Mr. Butlers account.

**RESOLUTIONS:** None

**TABLED ITEMS:** None

**CITIZEN'S COMMENTS:**

**OLD BUSINESS:**

A. Electrical Upgrades at the Water Plant

Mr. Weidner sent in the signed agreement to Area Energy but there was no information as to an estimated start date.

- B. Asset Management Plan  
In the absence of Mr. Albert, there was no new information and the representative from Holland Associates was not here as planned.
- C. Hydrant Flushing  
Jason Richter reported that the hydrant on Madison has been flushed.
- D. Fence Around New Well  
No new information.
- E. New Generator Quotes  
Area Energy has reviewed the project and is working on a quote. Dale is still trying to find out if plans are required by the EPA. It is unknown if Dale has contacted WW Williams for a quote.
- F. Paint Chipping on North Water Tower  
It was reported in a prior meeting that Leary Construction would be in town the week after Labor Day to look at the paint issue. In the absence of Mr. Albert, Jason Richter reported that he didn't think that Leary Construction has been in the area yet.
- G. Jon Messenger, Acct. 4965-5-RO, 72-R-Lot  
Mr. Weidner reported that the water department received a call from Ms. Messenger regarding her high usage water bill. She also reported that there was an issue with the meter earlier in the year and that they are rarely at the property to use any water. Mr. Weidner & the water clerk reviewed prior work orders and prior adjustments for the property and found that there is in fact a meter and setter issue at this location that has not been repaired due to a buried cable and electric within inches of the pit. Mr. Weidner asked the board if they would like to credit the account again.  
*Ms. Pat Cochenour made a motion to allow the fiscal officer to determine the average usage for the customer and make an adjustment to credit the remaining usage and to set the repair as a priority for the water department.*  
*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*

**NEW BUSINESS:**

- A. Leak Repair – 400 Block Madison Ave.  
After a water line repair on September 17<sup>th</sup> in the 400 block of Madison Ave. a boil water alert was issued and then lifted on September 20<sup>th</sup> after acceptable test results. The repair took longer than normal as workers had issues getting the valves closed for the repair.
- B. Leak Repair – 900 Block of SR 708  
The leak has been temporarily fixed but will need to have a directional bore done for the new line. Due to the proximity of other utilities, Vogel Plumbing is not comfortable providing service for the bore. The department will be contacting other companies that provide such service to complete the repair.
- C. Leak Repair – 433 Grand, Roy Hullinger, Acct. 1925-1-2  
In May, this account was credited for a leak at the connection just outside the meter pit on the customer side and was repaired by the Village. It was found that another leak in the same area has appeared. Mr. Albert and the customer hand dug down to the section that was repaired in May. The fiscal officer is unsure as to whether this leak is a customer issue or a village issue. No adjustment will be made at this time and will be discussed at the next meeting with Mr. Albert.

D. Spend-A-Day Meter – 9481 Orchard Isl. Rd.

For the last several months the department has had issues reading the meter at this location. This is a large meter and is deep into the pit. The numbers on the meter are very hard to read due to moisture under the meter cap. Mr. Richter thought that Mr. Albert had ordered a new meter for this location.

*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 6:07 p.m.

Next Meeting Date: **Tuesday, October 9, 2018**

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Jeff Weidner, Fiscal Officer

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BPA Chairperson Pat Cochenour

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