

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

MINUTES: March 27, 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: Ms. Stacia Clawson, Water Clerk

Guests: Mr. Dave Wallace, Council Member
Mr. Dale Albert, Water License Holder

Minutes: March 13, 2017 Meeting

Mr. Greg Iiams moved to approve the March 13, 2017 minutes as submitted.

Ms. Pat Cochenour seconded the motion.

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

The motion passed: 2 yeas – 0 nays

Vouchers: Vouchers will be available at the next meeting for signature.

REPORTS:

A. Work List Update

Mr. Dale Albert handwrote updates on the 3-13-2017 submission of the Proposed Work List. In addition, he commented that general cleaning at the plant has been better.

ADJUSTMENTS: None

RESOLUTIONS: None

TABLED ITEMS: None

CITIZEN'S COMMENTS:

OLD BUSINESS:

A. Chlorine Demand Issues

There has been no change. Mr. Albert continues to monitor what's going on and make adjustments. Ms. Cochenour commented it may need to be adjusted a little more as she is still noticing chlorine.

B. Dale Albert Contract

An Independent Contractor Agreement has been composed for the purpose of supervision for the technical operation and maintenance of the water system. Mr. Rob Eshenbaugh, Village Solicitor, suggested an addition regarding maximum distance and duration for travel time compensation. He will draft a resolution for BPA to enter into the contract with Mr. Albert. It was noted that approval is not needed by Council. This is strictly a BPA decision, including hourly rate, since Mr. Albert is not an employee. Mr. Iiams stated the contract will be approved once the resolution is passed and will then be retroactive to April 1, 2017.

C. Indian Lake Villa

A letter and invoice regarding unbilled usage was mailed to National Church Residence on Friday, March 17, 2017. As of today's date, there has been no contact from the property owner. Mr. Iiams suggested not waiting too long before involving Mr. Eshenbaugh if payment is not received. Ms. Cochenour questioned if this issue was part of the current water loss and Mr. Albert assured it was not.

NEW BUSINESS:

A. Softener Tanks at Water Plant

Mr. Albert reported the softener tank painting was completed on Friday, March 24, 2017. He will now pursue electrical upgrades for the room and requested a couple of dehumidifiers be purchased. Mr. Iiams instructed him to obtain prices and then finances will be discussed.

B. Video Surveillance System at Water Plant

Mr. Iiams asked if there has been any word yet from A+ Security. Mr. Albert reported there has not been any communication. It was agreed a different company should be found to complete the necessary installation.

C. Letter from Pamela McVetta-McKinney

Mrs. McVetta-McKinney submitted a request for the balance of \$4.00 be removed from her mother's final water bill.

Mr. Greg Iiams moved to transfer the balance of \$4.00 to the new owner who is the granddaughter of the previous owner. 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. Water Bill Folder/Stuffer/Sealer Machine

Permission was given to Stacia Clawson, Water Clerk, to contact for service immediately each time the machine malfunctions. According to Ms. Clawson, the machine has not worked properly since it was delivered in June, 2016.

Mr. Greg Iiams moved to adjourn the meeting. Ms. Anne 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 6:04 p.m.

Next Meeting Date: **Monday, April 10, 2017**

Water Clerk Stacia Clawson

BPA Chairperson Pat Cochenour

Date Accepted _____