

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

MINUTES: November 9, 2020

This meeting was held via teleconference due to COVID-19
Ms. Pat Cochenour called the meeting to order at 5:00 p.m.

Roll Call: Ms. Pat Cochenour, present; Ms. Libby Stidam, present; Ms. Mary Herring, present

Recorder: Mr. Jeff Weidner, Fiscal Officer

Guests: Mr. Greg Iiams, Council Member
Mr. Dale Albert, Licensed Operator

Minutes: October 26, 2020 Meeting
*Ms. Libby Stidam made a motion to approve the minutes of October 26, 2020 as written.
Ms. Mary Herring seconded the motion.
The Vote: Ms. Pat Cochenour, yea; Ms. Libby Stidam, yea; Ms. Mary Herring, 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. Mary Herring, yea; Ms. Pat Cochenour, yea; Ms. Libby Stidam, yea
The motion passed: 3 yeas – 0 nays*

REPORTS: None

ADJUSTMENTS: None

RESOLUTIONS: None

TABLED ITEMS: None

CITIZEN'S COMMENTS: None

OLD BUSINESS:

A. Water Tower Lights

Leary Construction replaced the north water tower light fixture with a new LED fixture. The old Sewer Dept. SCADA antenna will be removed in the spring as this will take additional manpower due to the size of the antenna. They will also be touching up the paint on this tower in the spring as well. Leary was unable to install a new LED fixture on the south tower during the visit. However, they did determine that the light was not working due to a faulty sensor. The sensor has been temporarily bypassed and the light is now working. They did inform us that since the bulb is on constantly that it may only last four or five months. They intend on getting the new LED fixture installed with a new sensor switch when they come back in the spring.

B. Clear Well Alarms

Mr. Albert has determined that the clear wells are alarming due to water leaking through an eight-inch butterfly valve into the clear wells. A new valve will be ordered tomorrow, and assistance will be needed from Reichert Excavating for the installation of the new valve.

C. Backflow Test Reports Cross Connections (item #3)

Mr. Albert reported that he will need to do a walk through of all businesses to visually inspect for potential cross connections. This will need to be done through the day and needs to be completed every five years.

D. Contingency Plan Exercises (item #6)

Mr. Albert has updated the contingency plan to include changes regarding the new generator. He will be meeting with the maintenance team workers to review the changes on Thursday, November 19th and will write up the necessary documentation for the exercise afterward to be submitted to the EPA.

E. Preventative Maintenance Program (item #10)

After speaking with Mr. Osika from the EPA, Mr. Albert reported that he simply needs to take photographs of the logbooks that were created and email them to Mr. Osika. He will be doing this tonight after the meeting.

NEW BUSINESS:

A. Recertification

Mr. Albert informed the board that he has passed his correspondence course for water operator license recertification.

B. 2021 Budget Items

Mr. Weidner provided a list of items proposed for purchasing/projects for the 2021 budget. The board had no issue with the items being budgeted but set priority on the purchase of safety equipment.

Ms. Libby Stidam moved to adjourn the meeting. Ms. Mary Herring seconded the motion.

The Vote: Ms. Pat Cochenour, yea; Ms. Libby Stidam, yea; Ms. Mary Herring, yea

The motion passed: 3 yeas – 0 nays

The meeting was adjourned at 5:55 p.m.

Next Meeting Date: **Monday, November 23, 2020 at 6:00 p.m.**

Jeff Weidner, Fiscal Officer

BPA Chairperson Pat Cochenour

Date Accepted _____