

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

MINUTES: February 22, 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. Jason Richter, Street/Water Laborer
Ms. Teri Beck, A+ Security Systems

Minutes: February 8, 2016 Meeting

Ms. Ann Elleman moved to approve the February 8, 2016 minutes as submitted.

Mr. Greg Iiams 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. Lester Cook, Acct. 1630-RT and David Herring, Acct. 1630-RO

Mr. Cook, renter passed away. The remaining balance on the account of \$33.02 was removed from his account and placed on Mr. Herring, owner's account.

B. Darrian Blake (renter), Acct. 3569-2-2 and Jennifer Dempster (owner), Acct. 3569-2-RO

Water bill has been in the owner's name, Mr. Blake has been living in the property since August 2015. They asked that the bill be put in the renters name and the remaining balance of \$53.15 on the owners account, be removed and placed on the new renter's account.

C. Brittany Shouse (renter), Acct. 1595-1-1 and Joy Tavenner (owner), Acct. 1595-1-RO

Water bill has been in the owner's name, Ms. Shouse has been living in the property since December 2015. They asked that the bill be put in the renters name and the remaining balance of \$37.62 on the owners account, be removed and placed on the new renter's account.

Mr. Greg Iiams made a motion to approve the above adjustments. Ms. Pat Cochenour 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. New Well

The new well has passed all required testing and is now in operation.

B. Sump Pit Repairs

The repairs are estimated to cost around \$3,900. Reichert Excavating will be doing the repairs. Mr. Albert is unsure of an estimated start date.

NEW BUSINESS:

A. Water Plant Security System

Ms. Teri Beck attended the meeting to answer questions regarding the installation and how everything works. Mr. Weidner will prepare the documentation and issue a check for the down payment for installation.

B. Ohio EPA – Revised Total Coliform Rule

The board was provided a copy of the letter from the Ohio EPA in regards to revisions to the total coliform rule that takes effect April 1, 2016. Mr. Albert noted that there are only a few revisions that need to be made and he is working on updating the sample siting plan.

C. Leak on Third Street

Mr. Albert reported that there is still an issue of a leak on Third Street. They will need to schedule a dig to repair.

D. Hydrant Repairs

The leaking hydrants on Westview and Wilgus have been isolated. The hydrant on Burkhart has been scheduled to remove the hydrant completely. The hydrant on Fantasy is still leaking but repairs have not yet been scheduled.

E. Water Clerk Office

Mr. Weidner informed the board that he is getting an estimate to have drawings completed by a certified engineer for the removal of the office wall and installation of electrical outlets. Once the drawings are completed he will be working on getting quotes from contractors.

F. Full Page Billing

Mr. Weidner has been working with the Village of Lakeview to get quotes on a new machine to fold and stuff the bills when the department goes to a full page billing. They are also working on a purchase agreement to buy one machine and house it at the Russells Point office. All future costs, including a maintenance agreement will be split between the two villages.

The board is accepting of sharing the piece of equipment but directed the Fiscal Officer to do whatever is needed to ensure that the equipment is in place for the first billing, even if it needs to be paid by Russells Point in its entirety.

The board also determined that disconnect notices will still be issued monthly and a return envelope will be included with the monthly bills.

Mr. Greg Iiams moved to adjourn the meeting. Ms. Pat Cochenour 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 6:30 p.m.

Next Meeting Date: **Monday, March 14, 2016**

Next Resolution No.: **16-17**

Fiscal Officer Jeff Weidner

BPA Chairperson Pat Cochenour

Date Accepted _____