

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

MINUTES: July 8, 2013

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

Roll Call: Ms. Ann Elleman, present; Mr. Mike Myers, absent; Chairperson, Ms. Pat Cochenour, present.

Recorder: Jeff Weidner, Fiscal Officer

Guests: None

Minutes: June 24, 2013

Ms. Ann Elleman moved to approve the June 24, 2013 minutes as submitted. Ms. Pat Cochenour seconded the motion.

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

The motion passed: 2 yeas – 0 nays

Vouchers: *Ms. Ann Elleman moved to approve the bills that were paid for the Board.*

Ms. Pat Cochenour seconded the motion.

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

The motion passed: 2 yeas – 0 nays.

REPORTS:

A. TTHM and HAA5 Sample Testing

The board was given a copy of the test results taken from 464 Harborview. The test indicated that the sample collected were tested for various chemicals as well as the TTHM and HAA5 and were within acceptable limits.

ADJUSTMENTS:

A. Acct. 6020-2-RO, Jennifer Leigh, 20 Sunnycove

In January of 2013 a payment was posted to the incorrect account. The posting was immediately corrected and posted to the correct account, however, was then adjusted and reversed the actual payment from the same correct account, as if there was no payment made. Since that time this account has accrued late penalties due to the incorrect posting.

An adjustment was made to correct the posting error of \$30.00. An additional adjustment was made of \$63.60 to credit the penalty charges due to the incorrect payment posting.

Ms. Pat Cochenour moved to approve the adjustment as submitted.

Ms. Ann Elleman seconded the motion.

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

The motion passed: 2 yeas – 0 nays.

RESOLUTIONS: None

TABLED ITEMS: None

CITIZEN'S COMMENTS: None

OLD BUSINESS: None

NEW BUSINESS:

A. Utility Billing Software Training

Mr. Weidner informed the board that he has been researching avenues of training for the Continental Utility Billing Software. Free training is provided at their site in Jonesboro, AR, each quarter. Onsite training is available for \$1,000.00 per day, plus travel expenses. Continental agreed to allow the fiscal officer to place a copy of the software on his personal computer so that he will be able to operate the software in an attempt to self train with the manual without affecting the primary billing software. If Mr. Weidner feels that he is unable to train himself, the

board agreed that the best cost effective option would be to pay travel expenses for training in Jonesboro.

Ms. Ann Elleman moved to adjourn the meeting. Ms. Pat Cochenour seconded the motion.

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

The motion passed: 2 yeas – 0 nays.

The Meeting was adjourned at 5:57 p.m.

Next Meeting Date: **Monday, July 22, 2013**

Next Resolution No.: **13-12**

Fiscal Officer Jeff Weidner

BPA Chairperson Pat Cochenour

Date Accepted _____