

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

**MINUTES: July 23, 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. Dale Albert, Contracted Water Superintendent  
Mr. Jason Richter, Street & Water Laborer

Minutes: July 9, 2018 Meeting

*Ms. Pat Cochenour moved to approve the July 9, 2018 minutes as submitted.*

*Ms. Mary Herring seconded the motion.*

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

*The motion passed: 2 yeas – 0 nays – 1 abstain*

Vouchers: *Ms. Libby Stidam made a motion to approve the bills that were paid for the board.*

*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*

**REPORTS:**

A. Work List Update

Mr. Albert provided an updated work list dated July 23, 2018.

**ADJUSTMENTS:**

A. Mr. Kent Calland, 50 Fantasy, Acct. 4548-4-RO (prior owner)

Mr. Bryan Pence, 50 Fantasy, No Account (seller)

Mr. Roger Samaniego, 50 Fantasy, Acct. 4548-5 (new owner)

Mr. Pence purchased the property from Mr. Calland in March of 2017, however neither party informed the department of the change of ownership and the account remained and was still being billed to Mr. Calland. We were recently notified that Pence sold the property to Mr. Samaniego in March of 2018. A new account was setup for Mr. Samaniego, and \$98.10 was transferred from Mr. Calland's account to his account for the billing periods from time he purchased the property from Mr. Pence. Since the water department has been unable to contact Mr. Samaniego by phone, a letter was mailed to him on July 10, 2018 to notify him of the transferred amount to his account. The outstanding balance that was due from Mr. Pence has been paid in full and was applied to Mr. Calland's account. A separate account was not established for Mr. Pence.

In addition, since the \$98.10 was transferred to Mr. Samaniego's account, the board was asked if he would be subject to the August 5<sup>th</sup> shutoff if it has not been paid by then.

*Ms. Pat Cochenour made a motion to approve of the adjustment as noted above and subject Mr. Pence to the shutoff and fee on August 5, 2018 if the balance remains unpaid. 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*

**RESOLUTIONS:** None

**TABLED ITEMS:** None

**CITIZEN'S COMMENTS:**

**OLD BUSINESS:**

- A. RCAP/WSOS – GIS Mapping Grant  
Marking is nearly complete. RCAP has been working on the mapping.
- B. Paint on North Water Tower  
Leary Construction will be in the Village the week after Labor Day to paint the new tower and touch up the old tower.
- C. Electrical Upgrades at the Water Plant  
No new information.
- D. Asset Management Plan  
Mr. Albert reported that the GIS mapping is one of the first things that need to be completed. The plan also includes an emergency response plan and rate survey in which both have already been completed. Replacement costs and life expectancy for all assets will need to be determined.
- E. Hydrant Flushing  
Hydrant flushing has not yet been started and Mr. Albert wants to be the one to perform the flushing.
- F. Harbourside Yard Hydrant & Curb Stops  
Mr. Albert reported that Harbourside has ceased using the hydrant but has had no response regarding inaccessibility of the curb stops, and has not received copies of the drawings that were requested.
- G. Fence Around New Well  
Mr. Albert stated that it is not required that a fence be placed around the new well; however, in the past it was discussed constructing some type of wall to keep the mounded dirt around the well in place. Mr. Albert will talk to Reichert Excavating to discuss options.

**NEW BUSINESS:**

- A. Water Plant Generator  
After a recent power outage at the water plant, the backup generator caught fire. Though power was restored and the fire was contained, the plant does not currently have a backup generator. The Logan County EMA was contacted and they do have a generator that can be used until another alternative is established. WW Williams Co. was contacted and will be inspecting the generator and providing an estimate for repairs. In addition, two companies were contacted to get quotes on a new generator that runs on natural gas rather than diesel with adequate power to operate the entire plant. Both companies have indicated that it may take as long as two months for the placement and installation of a new generator.

*Ms. Pat Cochenour made a motion to approve an expense of up to \$5,000.00 for the repair of the current diesel generator. 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*

- B. Water Plant High Speed Internet

Mr. Weidner reported that Spectrum (Time Warner) has done a field survey of what would be required to install high speed internet at the plant. Cable will need to be ran from a pole located at the east side of the plant on the south side of Elliott Road. The cable will be running underground from the pole to the south-west corner of the plant. Since the construction cost is estimated to cost Spectrum less than \$5,000, there will be not charge to the village other than the \$99.00 installation charge. Mr. Weidner will obtain drawings of the proposed location of the underground wire and talk with the Mr. Albert to make sure there are no other obstacles that need to be considered.

*Ms. Pat Cochenour made a motion to move forward with the installation of high speed internet providing Mr. Albert has no objection to the location of the underground cable. 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*

C. Leak Survey

Miles Leak Detection has been working on the village wide leak detection. A number of small leaks have been found and Miles will be back tomorrow to pinpoint the leaks.

D. Tap Removal at Westview & Link

Mr. Albert reported that two taps need to be removed. Due to the depth of the dig, the board was asked for permission to contract Reichert Excavating to help with the dig.

*Ms. Pat Cochenour made a motion to approve contracting Reichert Excavating to help perform the removal of two taps providing expenses do not exceed \$5,000.00. 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*

*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 6:13 p.m.

Next Meeting Date: **Monday, August 13, 2018**

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Jeff Weidner, Fiscal Officer

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BPA Chairperson Pat Cochenour

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