

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

MINUTES: November 28, 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. Dave Wallace, Council Member
Mr. Dale Albert, Water License Holder

Minutes: November 14, 2016 Meeting

Mr. Greg Iiams moved to approve the November 14, 2016 minutes as submitted.

Ms. Ann Elleman seconded the motion.

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

The motion passed: 3 yeas – 0 nays

REPORTS:

A. Work List Update

Mr. Albert provided an updated work list.

B. September & October Water Loss Report

Reports were provided to the board showing a loss of 20.2% for September and 0.0% for October.

ADJUSTMENTS:

A. Shut-off Fees Incorrectly Posted to Various Accounts

As presented in the prior meeting shut-off fees were incorrectly posted to various accounts in October and November. The amounts that were incorrectly posted were removed and the utility software company has yet to determine the cause. All of the effected accounts were adjusted to remove the incorrect fees and all were closed in session 12396 totaling \$2,250.00. During the December shut-off the software company will be called to review the listing before assessing the fees.

B. PNC Bank, Acct. 0970-3 (new account)

When final billing the old customer, the date for the final read was entered as 10/25/2011 instead of 2016. The software computed the minimum charge of \$30.72 for the las 60 months and charged PNC Bank accordingly. An adjustment was made to the account to remove all excessive fees, leaving the correct balance of \$30.72 on the account.

Mr. Greg Iiams moved to approve the adjustments that were made. Ms. Ann Elleman seconded the motion.

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

The motion passed: 3 yeas – 0 nays

RESOLUTIONS: None

TABLED ITEMS: None

CITIZEN’S COMMENTS: None

OLD BUSINESS:

A. Chlorine Demand Issues

Currently the plant is not having any issues but they are still over treating the chlorine and GAC system slightly above normal. It is thought that they are forming nitrates in the plant somehow. Mr. Albert will be testing the wells, after the aeration system, before and after the iron filters, before and after the GAC system, and at the plant tap all at one time to see if they can pinpoint where nitrates are being introduced into the system.

B. Security System

A+ Security has made no contact with Mr. Albert since around the 9th of November. At that time they had called to set a time to install the additional camera and adjust another, but then cancelled the same day.

NEW BUSINESS:

A. Connie Huber, Acct. 1375-4-RO

Mr. Weidner informed the board that three attempts have been made to collect the final billed amount on Ms. Huber’s account, prior owner of 818 Miami St. In addition the water clerk tried to contact Ms. Huber by phone and Ms. Huber hung up on her. The board was asked what they wanted to do with the outstanding amount due on the account. The board agreed to place the amount on the next tax lien.

B. Tax Liens

Mr. Greg Iiams made a motion to certify the water tax liens in February and again in August of each year, and charge the \$25 tax lien fee for each assessment. Ms. Pat Cochenour seconded the motion.

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

The motion passed: 3 yeas – 0 nays

C. 2017 Budget Items

The board agreed to budget \$9,000 to have the softener tanks painted, \$12,000 for electrical upgrades in the softener room, and \$12,000 to purchase three new valves in 2017.

D. December 12th Meeting

Ms. Cochenour informed the other board members that she will not be able to attend the December 12th meeting.

E. December 26th Meeting

The board agreed to move the December 26th meeting to Tuesday, December 27th due to the Christmas Holiday.

Mr. Greg Iiams moved to adjourn the meeting. Ms. Ann Elleman seconded the motion.

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

The motion passed: 3 yeas – 0 nays.

The Meeting was adjourned at 6:32 p.m.

Next Meeting Date: **Monday, December 12, 2016**

Next Resolution No.: **16-21**

Fiscal Officer Jeff Weidner

BPA Chairperson Pat Cochenour

Date Accepted _____