

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

**MINUTES: March 13, 2017**

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

Roll Call: Ms. Ann Elleman, absent; Mr. Greg Iiams, present; Chairperson, Ms. Pat Cochenour, present.  
*Mr. Greg Iiams moved to excuse Ms. Elleman from the meeting.*  
*Ms. Pat Cochenour seconded the motion.*  
*The Vote: Mr. Greg Iiams, yea; Ms. Pat Cochenour, yea.*  
*The motion passed: 2 yeas – 0 nays*

Recorder: Mr. Jeff Weidner, Fiscal Officer

Guests: Mr. Dave Wallace, Council Member  
Mr. Dale Albert, Water License Holder

Minutes: February 27, 2017 Meeting  
*Mr. Greg Iiams moved to approve the February 27, 2017 minutes as submitted.*  
*Ms. Pat Cochenour seconded the motion.*  
*The Vote: Mr. Greg Iiams, yea; Ms. Pat Cochenour, yea.*  
*The motion passed: 2 yeas – 0 nays*

Vouchers: *Mr. Greg Iiams moved to approve the bills that were paid for the board.*  
*Ms. Pat Cochenour seconded the motion.*  
*The Vote: Ms. Pat Cochenour, yea; Mr. Greg Iiams, yea.*  
*The motion passed: 2 yeas – 0 nays*

**REPORTS:**

A. Work List Update

Mr. Albert did not have an updated list at the time of the meeting.

B. February Water Loss Report

The February Water Loss Report showing a loss of 26.3% was provided to the board. Two leaks are noted at the bottom of the report, 400 block of Lake and 221 Clermont. Mr. Albert noted that repairs at these two locations will be done next week.

**ADJUSTMENTS:**

A. Kristina Fairfield, Acct. 0380-RO

Whitney Langstaff, Acct. 0380-1 (new owner)

Ms. Fairfield sold the property on January 30<sup>th</sup> but did not notify the water clerk until after the February billing was complete. The final bill was recalculated to reflect the period of ownership from 1/15 to 1/30 with no usage since Ms. Fairfield was not living at the property at the time. \$25.20 was removed from Ms. Fairfield's account and placed on the new owner's account.

B. Connie Sooter, Acct. 0900-3-RO (tenant)

Tenant moved out without notice. When final billing the tenant account, the \$1.00 storm water charge was inadvertently charged. The account was adjusted to remove the \$1.00 storm water charge.

C. JRR Commercial LLC, Acct. 3370-3-RO

This structure was razed during the January billing cycle. The account received the regular January billing and the final billing was performed a day later which charged the account for one day. The account should have been billed for zero since the meter was removed during the billing cycle. An adjustment of \$1.54 was made to the account to remove the one day charge.

*Mr. Greg Iiams moved to approve the account adjustments.*

*Ms. Pat Cochenour seconded the motion.*

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

*The motion passed: 2 yeas – 0 nays*

**RESOLUTIONS:** None

**TABLED ITEMS:** None

**CITIZEN'S COMMENTS:**

**OLD BUSINESS:**

A. Chlorine Demand Issues

There has been no change in the chlorine demand.

B. Lead and Copper Program

All required documentation has been submitted to the various departments in accordance with the EPA requirements for the lead and copper program.

C. Dale Albert Contract for Certified Water Supervisor

The board reviewed Mr. Albert's current contract for the supervision of the water plant and various suggested changes were proposed to update the contract. Mr. Weidner will work on making the modifications for the board to approve.

D. Indian Lake Villa – Unbilled Usage

As discussed in prior meetings, it was discovered that someone at the apartment complex had opened a bypass valve diverting water around the meter giving inaccurate readings. Mr. Albert completed his review of the history for this account and created an estimated unbilled usage report. It was determined that the meter has been in bypass mode since July of 2015 and was discovered in January 2017. A letter and an invoice will be sent to the property owner, National Church Residence, to inform them of the department's findings and how the estimate was calculated.

**NEW BUSINESS:**

A. Storm Water Repair Estimate

The board was provided an estimate to replace an 8" clay storm drain pipe with new 8" plastic pipe in the area of Lincoln Blvd. and Garfield Ave. The estimated cost of materials is \$230.00.

*Mr. Greg Iiams moved to approve the purchase of the materials needed to repair the drain tile in the area of Lincoln Blvd. and Garfield Ave.*

*Ms. Pat Cochenour seconded the motion.*

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

*The motion passed: 2 yeas – 0 nays*

B. GAC Filters 2 & 4

Mr. Albert has collected samples to be tested to determine if there is any breakdown in the filtration materials in tanks 2 and 4.

*Mr. Greg Iiams moved to adjourn the meeting. Ms. Pat Cochenour seconded the motion.*

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

*The motion passed: 2 yeas – 0 nays.*

The Meeting was adjourned at 6:05 p.m.

Next Meeting Date: **Monday, March 27, 2017**

Next Resolution No.: **17-22**

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Fiscal Officer Jeff Weidner

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BPA Chairperson Pat Cochenour

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