

BOARD OF PUBLIC AFFAIRS
REGULAR MEETING HELD MAY 9, 2017

Mr. Boytim called the meeting to order at 7:00 p.m. Answering roll call were Mr. Robert Boytim, Mr. George Danchisen and Mr. Lynn App.

Also present were Fiscal Officer Rhonda Sowers, Water Superintendent Matt Berry and Councilman Duane Myers.

There were no visitors in attendance.

Motion to approve minutes of the April 11, 2017 regular meeting was made by Mr. App and seconded by Mr. Danchisen. Minutes were approved by unanimous vote.

Motion to approve payment of bills in the amount of \$41,199.51 including April payroll was made by Mr. Danchisen and seconded by Mr. App. Vote: Mr. App-yes; Mr. Danchisen-yes; Mr. Boytim-yes. Motion carried.

In response to a question from Mr. Danchisen, Mr. Berry reported that work to repair filter #1 is scheduled to begin on May 15. The job should take two to three weeks to complete.

Mr. Berry explained the procedure currently being done to test raw water for microcystin. Samples go to the water plant in Oregon, Ohio for testing. Mr. Berry said if necessary tests can also be done by the Erie County Health Dept. at a cost of approximately \$70 per sample.

The Board reviewed a request by Bay Point to split the lot at 10948 E. Bayshore Road. The application was approved by the Marblehead Planning Commission pending BPA approval. Mr. Danchisen moved to approve the split of a lot at 10948 E. Bayshore Road. Second by Mr. App. Vote: Mr. App-yes; Mr. Danchisen-yes; Mr. Boytim-yes. Motion carried.

Mr. App moved to return water service deposits in the amount of \$50 each to Adam Pendleton, Scott and Tonya Zeigler, Tim DeClerck, Dane and Jaime Fox. Second by Mr. Danchisen. Vote: Mr. App-yes; Mr. Danchisen-yes; Mr. Boytim-yes. Motion carried.

Mr. App moved to return the following amounts for overpayments on final bills: \$66.00 to John Kozak for 313 Stone Street; \$13.00 to MLT Main Street for 413 W. Main Street; and \$13.00 to MLT Main Street for 417 W. Main Street. Second by Mr. Danchisen. Vote: Mr. App-yes; Mr. Danchisen-yes; Mr. Boytim-yes. Motion carried.

Mr. App moved to reallocate \$20.00 from Miscellaneous Receipts to Consumer Rent (Metered Water) to correct a posting error of a reconnection fee at 11126 E. Bayshore Road. Second by Mr. Danchisen. Vote: Mr. App-yes; Mr. Danchisen-yes; Mr. Boytim-yes. Motion carried.

Kathy Radabaugh requested waiver of a \$102.43 late fee for the water bill at 1005 Lake Street. The late fee accrued because she did not pay the \$545.14 water bill until the insurance company settled the claim for damage caused by a leak at the home. This property is not eligible for a one-

time forgiveness. After lengthy discussion the board determined that the late fee could have been avoided if payment had been made payment or other arrangements had been made prior to the due date rather than wait for reimbursement from the insurance company. Mr. App moved to not refund the \$102.43 late fee at 1005 Lake Street. Second by Mr. Danchisen. Vote: Mr. App-yes; Mr. Danchisen-yes; Mr. Boytim-yes. Motion carried.

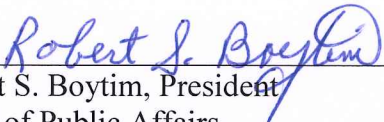
Mr. Berry reported the calculated water production loss for April was 5.63%.

Mr. Berry stated that he and Billing Clerk Olga Trumpower met April 28 with a representative of HD Supply to learn more about the Sensus Touch Read water meter reader and to make sure it is compatible with the village's billing software and existing meters. As a result of this meeting, Mr. Berry recommends the Board accept the quote from HD Supply in the amount of \$9,864.22 for a Sensus Touch Read meter reader which includes the cost of software, training and a year of support. Mr. App moved to accept the quote from HD Supply for a Sensus Touch Read water meter reader in the amount of \$9,864.22. Second by Mr. Danchisen. Vote: Mr. App-yes; Mr. Danchisen-yes; Mr. Boytim-yes. Motion carried.

Mr. Berry said that he has been in contact with Ron Wetzel of the Ottawa Regional Water plant to make arrangements to obtain water from the county system, if necessary, during the replacement of the #1 filter underdrain. Mr. Berry said the work, which is scheduled to begin May 15, will require multiple backwashes which could be problematic during times of high water consumption. The county and village have provisions in their respective contingency plans to receive water from each other in emergency situations.

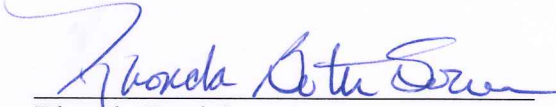
There being no further business, it was moved by Mr. Danchisen and seconded by Mr. App to adjourn at 7:55 p.m. Meeting adjourned by unanimous vote.

APPROVED:



Robert S. Boytim, President
Board of Public Affairs

Attest:



Rhonda Botti Sowers
Fiscal Officer