

SEVILLE BOARD OF PUBLIC AFFAIRS

OCTOBER 15, 2012

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Board President, Brian Greer, called the Seville Board of Public Affairs meeting of October 15, 2012 to order at 6:45 P.M. The meeting opened with the Pledge of Allegiance.

Those present were Board Members Brian Greer, Dave Johnson, Kieran O'Rourke, Superintendent Kevin Bittaker, Office Manager Cathy Kilgore, Utility Committee Members, Chairman Barbara Schwartz, Kathy Rhoads, Rick Stallard, and Fiscal Officer Jim Carrick.

Motion by Johnson to approve the minutes of the October 1, 2012 meeting as written. Second, O'Rourke. Aye votes Johnson and O'Rourke. Greer abstained.

Motion by Johnson to approve the bills for payment, second O'Rourke. Aye votes all.

Privilege of the floor:

Rick Stallard thanked BOPA for their response to the tree problem he was having as discussed at a previous meeting.

Utility Committee Report:

Councilwoman Barb Schwartz said Ordinance 2012-61 passed to take the additional \$50.00 out of the employees paychecks for insurance will begin with the paycheck 10/19/12. She also stated that the two Ordinances concerning the creating of the "Lead Clerk A" position had received their first reading before Council.

Superintendent's Report:

Kevin reported that the work on the EQ Basin is going well. He still is optimistic that the project will be done on time.

The 69KV Breaker at the Electric Street Substation was installed this week by BOPA employees. Kevin will order the second breaker next month with the third one scheduled for next summer.

Office Manager's Report:

Cathy said the extended payment plans have been paid.

Unfinished Business:

O'Rourke made several points concerning the Ordinances 2012-56 and 2012-57 that create the position of "Lead Clerk A" and the promotion of Tiffany Shultz to that position. He pointed out that Tiffany has more responsibilities than her current work classification reflects. He noted that the Board has been working for many months on this plan and the proposed rate of \$16.50 per hour is not feasible under the current job classification. He suggested that the Board move forward on this issue. He also responded to the statement read at the last BOPA Meeting by Barb Johnson concerning pay increases for BOPA employees. O'Rourke noted that several improvements in the Village have been made by BOPA employees, which has saved money. One example is our own crew built the Ryan Road Substation. He added that we built the Water Treatment Plant without raising the water rates. We have a multitasking, cross-trained crew that can be down in the ditch fixing a water main in the morning and up on a pole fixing an electrical problem in the

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afternoon. This is a huge savings to the Village. A lot of work is done in house to save money. He also noted that the Board is very sensitive to wage increases because they can have a direct impact on rate payers. Greer voiced his agreement with the points made by O'Rourke. He also noted that the Board is sensitive to the rate payers and that is one of the reasons that it took so long to come to this decision. A great deal of discussion has gone into this.

Johnson disagreed with his colleagues on this issue. He said that initially, it was brought up that a \$6,000 raise was considered, but the current Office Manager was not retiring for several more years. The combination of a poor economy, the small increases in social security payments, and the fact that Tiffany would not be promoted for 4 more years, has brought him to the conclusion of the way he will vote.

The aforementioned Barb Johnson explained that she was not against the employees but wanted the Board to be considerate of spending.

O'Rourke stated the Board of Public Affairs exists for the sole reason of supplying excellent utility service to all of its customers. To that end, it is incumbent upon the Board to recruit, develop, and retain quality employees. Tiffany has done well and the two ordinances will allow her pay to reflect her work load.

Mayor Sulzener complimented the Board, Cathy and Kevin for the way they handled this issue.

Barbara Schwartz asked if the Board wanted emergency language on the ordinances. O'Rourke said that the Board would request emergency language but isn't required because the effective date of retroactive pay states in the ordinances is to be September 4<sup>th</sup>. Schwartz asked if there were any questions from council since they were all here at this meeting. None were asked.

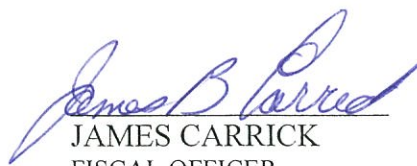
O'Rourke moved that the Board recommend that council pass Ordinance 2012-56 and 2012-57, creating the position of "Lead Clerk A", promoting Tiffany Shultz to that position, raising her base pay to \$15.70 plus 4 twenty cent increases for education classes for a total pay of \$16.50, and having the effective date of September 4, 2012. The motion was seconded by Greer. O'Rourke and Greer voted for the motion. Johnson voted against the motion. Motion passed. It was noted that the Board has a limit of 5 educational or license increases at \$.20 per employee.

New Business:

An error was found in the P.O.A. calculation but has since been corrected. The Trustees have signed off on it.

Johnson moved to adjourn. Second by O'Rourke. Aye votes all. The meeting adjourned at 7:14 P.M.

  
BRIAN GREER  
BOARD PRESIDENT

  
JAMES CARRICK  
FISCAL OFFICER

Mr. Johnson disagreed with his colleagues on this issue. Office manager Cathy Kilgore, proposed a \$6,000.00 raise for Tiffany Shultz. This was in addition to BOPA paying for Tiffany's college courses. After further discussion by trustees, office manager, and superintendent a lesser amount of \$3,000.00 was the suggested raise total. Mr. Johnson felt to create a new position for the purpose of increasing an individual's salary was wrong. Both Cathy and Tiffany have been supposedly doing the same job. This will continue for an estimated four more years, or until Cathy's retirement. Mr. Johnson feels, it is excessive to give such a high raise until Tiffany assumes the office manager position.

Mr. Johnson explained the reasons for making his vote against the proposed pay raises. Due to the current recession, people in all walks of life have needed to make adjustments in their lifestyles. Individuals from Cloverleaf, Lodi and Medina County all work hard, but they received no pay raises for the last four years. Our employees do a good job. This was never a matter to be questioned. While residents of this community are on Social Security or other forms of retirement income, losing their jobs or having hours cut and struggling to make ends meet, BOPA is giving raises. Mr. Johnson does not think that is sending an appropriate message about BOPA to the village residents. He voted no on the raises for the stated reasons.

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*This was asked by Mr. Johnson  
to add to the minutes of 10/15/12.  
Mr. O'Rourke approved.*