

SEVILLE BOARD OF PUBLIC AFFAIRS  
November 18, 2013

Mr. O'Rourke called the meeting to order at 6:45 PM. The meeting opened with the pledge of allegiance.

Present: David Johnson, Brian Greer, Kevin Bittaker (Superintendent),  
Cathy Kilgore (Office Manager), Kieran O'Rourke

Absent: None

Mr. O'Rourke said that the line in the November 4<sup>th</sup> minutes needed the context of his statement concerning the \$8,000.00 that Mr. Frary spent for net metering. Mr. O'Rourke moved to change the Office Manager's report in the submitted minutes from November 4, 2013 and add a line to read that because of the way BOPA buys power, it is not essential that BOPA offer net metering. The motion was seconded by Mr. Greer. The motion passed unanimously.

Mr. Greer moved to approve the payment of the bills. The motion was seconded by Mr. Johnson. The motion passed unanimously.

Privilege of the floor:

None

Utility Committee Report:

Councilwoman Barb Schwartz reported that at the November council meeting it was mentioned that Panther Trucking is actively seeking a new location. Their current lease runs until 2015. Mrs. Kilgore can ascertain where Panther ranks in the top twenty power users in Seville.

All the insurance issues have been resolved with the PEP bills.

The UAN training software cannot be installed on the BOPA Office Manager's computer because it is on a different network from the one used by the Fiscal Officer. The training of BOPA Office Manager on the UAN software as the back-up to the Fiscal Officer for payroll can continue by setting up a separate log-in on the computer used by the Mayor's Office Administrative Assistant. Mr. O'Rourke asked if the Village is in compliance with the UAN contract. The Fiscal Officer said that the Village is in compliance.

Superintendent's Report:

Mr. Bittaker has received a bill from Columbia Gas for \$1,372.43 from August 26<sup>th</sup> for damage done to one of their lines during repairs to a water line break at 220 Water Street. The leak was discovered on the 25<sup>th</sup> at 4:00 in the afternoon. Mr. Bittaker called Ohio Utility Protection Services for an emergency dig for 8:00 the following morning. The utilities were not marked the following morning but a Columbia Gas service man said that there were no lines where the digging was to take place. This information was incorrect and the gas line was struck shortly after digging started. The locating company showed up after the problem occurred. There are three requirements for an emergency dig and only two of the three requirements were met. An emergency dig must take place within two hours and this is the requirement that was not met.

The 2014 budget will be completed later in the week.

Office Manager's Report:

Mrs. Kilgore gave the extended payment plans.

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Mrs. Kilgore distributed a copy of the Northern Wayne County Post Newspaper with more accolades for BOPA concerning Mr. Frary and net metering.

Mr. O'Rourke noted a letter from Mr. Frary praising Mr. Bittaker and the office staff for their professionalism during the net metering process. He also noted that Mrs. Kilgore had tracked down the Medical Mutual apportionment problems and had also made contact with PNC bank to push the banking changeover forward.

Unfinished business:

Employee evaluations need to be completed. Mr. O'Rourke asked that all of the Board members assist in the evaluations of Mr. Bittaker and Mrs. Kilgore.

New business:

None

Mr. Greer moved to adjourn. The motion was seconded by Mr. Johnson. The motion passed unanimously.

The meeting was adjourned at 6:59 PM.

  
KIERAN O'ROURKE  
PRESIDENT

  
JAMES CARRICK  
FISCAL OFFICER