

SEVILLE BOARD OF PUBLIC AFFAIRS  
January 21, 2014

Mr. O'Rourke called the meeting to order at 6:45 PM.

The meeting opened with the pledge of allegiance.

Present: Richard Barbera, Brian Greer, Kieran O'Rourke (President),  
Kevin Bittaker (Superintendent), Cathy Kilgore (Office Manager)  
Absent: None

Mr. Greer moved to approve the minutes from 01-06-2014. The motion was seconded by Mr. Barbera. The motion passed unanimously.

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

Privilege of the floor:  
None

Utility Committee Report:

Councilman Dennis Barrington reported that Village resident Nancy Hoskinson had spoken at the last Council meeting concerning her inability to contact any Village officials. The web-site contact information has since been updated and the information was sent out in the BOPA news. Suggestions for providing information to residents included magnets and flyers but no recommendation was made.

Superintendent's Report:

Mr. Bittaker reported that both Seville Bronze and Blair Rubber have submitted plans to zoning for expanding and upgrading their operations in Seville. North Gateway Tire is also considering expansion.

The customer at 109 Center Street had a broken water pipe in the garage and used 70,000 gallons of water last month. Mr. Bittaker has inspected the house and is requesting that only the minimum sewer bill and the full water amount be billed to the customer because the water did not enter the sewer system. Mr. O'Rourke moved to bill for only the minimum sewer amount and the full water amount. The motion was seconded by Mr. Greer. The motion passed unanimously.

Office Manager's Report:

Mrs. Kilgore gave the extended payment plans.

Mr. Bittaker has looked into the water problem at 125 West Main that was discussed at the last meeting. The extra sewer charge of \$54.51 has been removed from the bill and only the minimum sewer charge of \$15.00 is on the account.

Mrs. Kilgore gave a visual presentation on the upgrading of the BOPA web-site to allow customers to get their bills on line. Government Accounting Solutions can upgrade the BOPA web-site to allow this feature. There is a \$1,000.00 charge for the set-up and a \$500.00 yearly maintenance fee. At the end of the presentation Mrs. Kilgore asked the Board to approve the web-site change and the associated fees. Mr. O'Rourke asked about the security of the system. Mrs. Kilgore explained that there were no social security numbers, credit card numbers, or bank account numbers used in this system so there would be no possible disclosure of this information. There would be no direct monetary

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gain for BOPA but the upgrade would simply increase BOPA's customer service. The implementation would take place within 60 days. The web-site can be updated daily to show daily payment updates. Mr. O'Rourke moved to approve Mrs. Kilgore's request. The motion was seconded by Mr. Greer. The motion passed unanimously. The rate study and how it relates to the cash reserve policy approved by the Board is continuing.

Unfinished Business:

Mr. O'Rourke said that the County Directory needs to be updated with the new elected officials.

The Village web-site needs to have the calendar updated. The meeting notices are incorrect.

The Free Power report for 2013 has been completed. The non-BOPA usage came out to \$41,600.00. Including BOPA properties the total was \$73,288.00.

Mr. O'Rourke asked the Fiscal Officer to check that the new federal income tax brackets have been properly updated in the UAN computer system.

Mr. O'Rourke stressed to everyone that should Council decide not to keep the Kilowatt Hour Tax, 100% of the tax would be returned to the ratepayers.

Mr. Barbera, sighting the recent issues with the water system in the City of Medina, said that it is time to update the Village's Emergency Contingency Plan. The Village has its' own aquifer so some of the problems that Medina experienced would not be an issue in Seville.

New business:

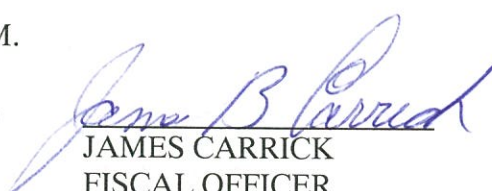
Mr. Barbera moved to enter Executive Session to discuss personnel issues with all of the Board members invited. He also asked that Mr. Bittaker, Mrs. Kilgore and the Solicitor be available if the Board needed them. The motion was seconded by Mr. Greer. The motion passed unanimously. Executive Session began at 7:30 PM.

Mr. O'Rourke moved to exit Executive Session at 7:45 PM. The motion was seconded by Mr. Greer. The motion passed unanimously.

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

The meeting was adjourned at 7:45 PM.

  
KIERAN O'ROURKE  
PRESIDENT

  
JAMES CARRICK  
FISCAL OFFICER