

SEVILLE BOARD OF PUBLIC AFFAIRS  
February 03, 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), Ted Lesiak (Solicitor)  
Absent: None

Mr. Greer moved to approve the minutes from 01-21-2014. 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:

Seville Council President Rick Stallard asked about the water problem at the Schneider Trucking facility. Mr. Bittaker said that the water line break caused the loss of over one million gallons of water in less than twenty four hours. The problem has been fixed. Water was restored at 6:30 this morning.

Utility Committee Report:

Council President Rick Stallard reported that Village Council will be voting on ordinance 2013-62 on February 10<sup>th</sup>. The ordinance covers wages for Village employees in 2014. Mr. Greer moved that the Board support the passage of ordinance 2013-62. The motion was seconded by Mr. Barbera. The motion passed unanimously.

Superintendent's Report:

Mr. Bittaker reported that there was a break-in at the shop. A used transformer and some scrap wiring were taken. The total value of the loss was less than \$500.00 and the Medina County Sheriffs' office was notified.

Office Manager's Report:

Mrs. Kilgore gave the extended payment plans.

Monday the 17<sup>th</sup> is Presidents' Day therefore the next BOPA meeting will be on Tuesday the 18<sup>th</sup>.

Unfinished Business:

The Village web-site calendar has still not been updated. The meeting notices are incorrect. Village Councilmember and Technology Committee Chair Kathy Rhoads will get the problem corrected as soon as possible. There is an access issue to that part of the Village web-site.

Mr. O'Rourke asked about the training of the BOPA office manager on the payroll system per ordinance 2011-44. Mrs. Kilgore would like access to the maintenance portion of the program so that she can check on the accuracy of the system including deductions. The Fiscal Officer can change the access to that portion but she has access to the training module to learn to process a bi-weekly payroll now. In an emergency situation, the Mayor can contact UAN and get access to the regular system to process the payroll. The Board pays \$4,500.00 of the \$50,000.00 Fiscal Officer's salary and would like to know what the

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back-up plan if the Fiscal Officer cannot perform his duties. Mr. Barbera said that the plan should be written down so that everyone is aware of the procedures. Council President Rick Stallard will provide the Board with back-up plans at the next BOPA meeting.

New business:

Mr. O'Rourke noted that Council has two ordinances pending for the demolition of structures on two properties. Mrs. Kilgore receives the ordinances for the Solicitor, checks on any final billing, and sends the information to the Solicitor to place the amounts on the tax duplicate.

Mr. O'Rourke noted that the Mayor's State of the Village address was on the agenda for the next Council meeting. The Board asked that the Mayor address the Kilowatt Hour tax issue. Mr. O'Rourke noted that some Council members did not want to return the tax to the rate payers because the amounts were insignificant. The Board feels that the Village balances are healthy and that the Board does not want to be in a position of being a taxing arm for the Village. The Board asked again that Council return the tax to the rate payers in 2014. Rate payers do not have a vote on the tax and the tax is funding Village operations based on the amount of electricity used.

There was a discussion of minimum electric charge assessed to all electric customers and Mr. O'Rourke explained that the charge was necessary to cover the basic operating costs of the system. The Board has pledged not to raise water rates for at least the next 18 months.

Councilwoman Kathy Rhoads said that there will be two levies on the ballot in the fall and if they pass the tax could be returned.

Councilwoman Leslie Miller gave a list of downtown events that she would like printed in the BOPA newsletter. The Solicitor noted that if the Village advertised for one event the Village would need to advertise all events.

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

The meeting was adjourned at 7:27 PM.

  
KIERAN O'ROURKE  
PRESIDENT

