

SEVILLE  
BOARD OF PUBLIC AFFAIRS  
April 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 04-07-2014. The motion was seconded by Mr. Barbera. Mr. Greer and Mr. Barbera voted to approve the motion. Mr. O'Rourke abstained.

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:

Councilwoman Leslie Miller reported that the ordinance concerning the new employee handbook had been passed by Council and all employees had been given a copy of the new handbook. Employees were asked to return a signed copy of the "acknowledge of receipt" page. HOPS Therapy Services will be holding an open house at their new facility on Friday night from 5:00 to 7:00 PM and the new church group that is moving into the old Seville School building will have an open house next Wednesday.

Superintendent's Report:

Dustin Phillips will have his 4 year anniversary with BOPA in early May. Mr. Phillips has met the criteria to advance from Technician B Level 3 to Technician A Level 1 with a pay increase from \$18.35 to \$21.08 per hour. Mr. O'Rourke moved to approve of the level and pay increase effective 05-12-2014. The motion was seconded by Mr. Greer. The motion passed unanimously.

Mr. Bittaker asked the Board to approve the hiring of Trey Lesiak for seasonal help this summer. Mr. O'Rourke moved to approve the hiring of Trey Lesiak. The motion was seconded by Mr. Greer. The motion passed unanimously.

The Toro mower needs to be replaced. A new mower with a 60" deck will cost \$5,699.28 with the state purchasing discount and trade-in. Mr. Greer moved to approve the purchase. The motion was seconded by Mr. Barbera. The motion passed unanimously.

The department is testing several new skid-steers on a project at Memorial Field.

Office Manager's Report:

Mrs. Kilgore gave the extended payment plans.

The payment plan approved at the last meeting for Mr. Ron Wurgler was not needed. Mr. Wurgler will pay full amount due.

The online bill pay update is not ready yet. Programming on the arrears section to make it more customer friendly is continuing.

BOPA resolution 2002-01 needs to be updated. Mrs. Kilgore will work with the Solicitor on the update.

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Mrs. Kilgore asked the Board to waive the \$244.39 water charge to NS Corp because of a coding error. Mr. Greer moved to approve the wavier. The motion was seconded by Mr. O'Rourke. The motion passed unanimously.

Mr. O'Rourke commended the office staff for staying on top of the record number of extended payment plans last month.

Unfinished Business:

The commemoration of the 100 years of public power in Seville and was set for October 6<sup>th</sup> BOPA meeting which is during AMP's Public Power Week. An announcement will be placed in the next BOPA News. Photographs of the BOPA facilities will be taken and displayed at the meeting.

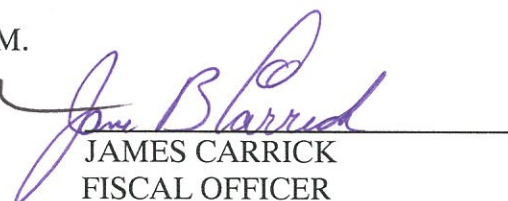
New business:

None

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

The meeting was adjourned at 7:00 PM.

  
KIERAN O'ROURKE  
PRESIDENT

  
JAMES CARRICK  
FISCAL OFFICER