

SEVILLE BOARD OF PUBLIC AFFAIRS

Minutes

September 02, 2014

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

The meeting opened with the pledge of allegiance.

Present: Kieran O'Rourke (President) Richard Barbera, Brian Greer, Cathy Kilgore (Office Manager), Kevin Bittaker (Superintendent)

Absent: None

Mr. Greer moved to approve the minutes from 08-18-2014. The motion was seconded by Mr. Barbera. Mr. Greer and Mr. Barbera voted for 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:

Councilman Larry Landis announced that Dennis Barrington had resigned from Council and that Carol Carter would be the new Council Utility Committee Chair.

Mr. Landis stated that the Mayor had been asked by the Finance Committee to contact the Solicitor and get a ruling on what the BOPA Trustees authority was concerning the Fiscal Officer's request for payroll information from the BOPA Office Manager. He asked if all three trustees had agreed to instruct Mrs. Kilgore not to provide the information requested by Fiscal Officer Jim Carrick. There was no record at a public meeting of the decision which would be a sunshine law violation. Mr. Landis said he assumed that this was not the case. The response from the Solicitor stated that the BOPA Office Manager did have to provide the information requested by the Fiscal Officer. The refusal by Mrs. Kilgore bordered on insubordination according to Mr. Landis. Because there had been three requests for the information from the Fiscal Officer, Mr. Landis said that he would recommend to Council that three letters of insubordination be placed in Mrs. Kilgore's personnel file. He said that if necessary all of the BOPA employees would be required to report their payroll directly to the Fiscal Officer and be sure everything was correct prior to their leaving the office. Mrs. Kilgore said that the Board was her boss. Mr. Landis said that this was true concerning BOPA matters but not with payroll issues. Mr. O'Rourke said the Board stood corrected. Mr. Landis noted that Mr. O'Rourke had sent several e-mails pointing out mistakes made by the Fiscal Officer. He asked if the Office Manager had ever come to the Board with any mistakes she had made. Mr. O'Rourke said that she did report her mistakes to the Board. Mr. Landis noted that the mistakes were fixed and that was how Council wanted the process to work. Mr. O'Rourke asked Mr. Landis what his response was to the e-mails. Mr. Landis said that he did not respond to Mr. O'Rourke's e-mails. Mr. O'Rourke asked Solicitor Ted Lesiak if there was a limit to the Fiscal Officer's request for information. Mr. Lesiak said that it was up to the Fiscal Officer. Councilwoman Leslie Miller asked if the requested information had been supplied previously to the Fiscal Officer and would it be easy to supply the information. Mrs. Kilgore said that it had been supplied previously and it would be easy to supply the

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information. The Board instructed the Office Manager to supply the information requested by the Fiscal Officer.

Superintendent Report:

Mr. Bittaker reported that the arbitration hearing concerning Bogner Construction and the EQ Basin took two days. He believes it went well and a decision is due by September, 24th.

The vacuum truck BOPA is renting is being used on catch basins throughout Seville and is doing such an excellent job that he extended the rental agreement for two weeks to use the truck on other areas of the Village Storm sewer system. The truck costs \$300,000 to buy. The work on the section of sewer that has caused the problem reported by Mr. Cavallaro at previous BOPA meetings should help the situation. The truck costs approximately \$10,000 per month to rent and renting it in alternate years would be a good investment by the Board. The sewer jet that BOPA owns does a good job but is not as effective as the vacuum truck on bigger jobs.

Ordinance 2014-39 allows BOPA to buy a block of electric power at a lower rate from AMP. Mr. O'Rourke asked if Council had any questions concerning the ordinance and there were none. Transmission rates for electric power that used to be \$18 to \$20 per month are now at \$60 per month.

Office Manager's Report:

Mrs. Kilgore gave the extended payment plans to the Board.

Internet services were restored by Time Warner Cable. A modem went bad causing an interruption in service.

IT adviser Brian Schwartz has advised that the contract with Symantec should not be renewed and should be replaced with a Microsoft security system. Mr. Schwartz can do the maintenance on all 5 BOPA computers not including the one at the water plant for approximately \$300. He also recommended that maintenance be performed on the computers every 6 months at a cost of \$150. Mr. O'Rourke moved to approve the work and the expense as noted. The motion was seconded by Mr. Barbera. The motion passed unanimously. Mr. O'Rourke asked if the Village was having virus problems on their computers. No problems were reported.

Unfinished Business:

The vehicle stickers celebrating the 100 year association with AMP are in and look good. One of them has been installed on the Superintendent's truck.

The Board will hold a work session to discuss succession planning and hiring of new employees on September 15th immediately following the regular BOPA meeting.

New business:

Councilwoman Leslie Miller said that a Seville Bicentennial Committee has been formed. It was suggested that they should contact the City of Wadsworth for ideas about the celebration because Wadsworth just had a similar celebration.

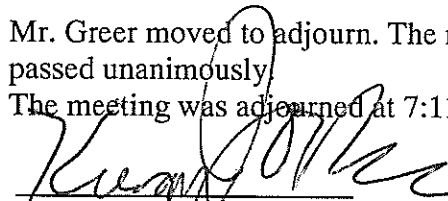
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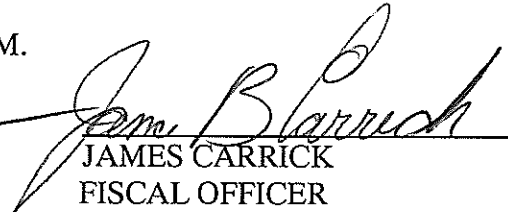
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Mr. Greer moved to adjourn. The motion was seconded by Mr. Barbera. The motion passed unanimously.

The meeting was adjourned at 7:11 PM.



KIERAN O'ROURKE
PRESIDENT



JAMES CARRICK
FISCAL OFFICER