

SEVILLE BOARD OF PUBLIC AFFAIRS

Minutes

November 03, 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. O'Rourke noted two corrections to the October 20<sup>th</sup> minutes. He requested that "not by investor owned companies" be changed to "unlike investor owned utility companies" and that the word "flooding" be changed to "sewer back-ups".

Mr. Greer moved to approve the minutes from 10-20-14 as amended. 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:

Council representative Carol Carter noted that the liability insurance ordinance and the budget ordinance were both being reviewed by Council.

Superintendent's Report:

Mr. Bittaker is currently testing a new digger/derrick truck for setting poles. The current truck is 16 years old. Two have been previously tested and one more will be tested before making a decision.

Mr. Bittaker is considering splitting the rent and use of a sewer jet truck with the Village of Lodi in 2015. The truck is too costly to purchase and is less expensive when rented by the month instead of for a few weeks.

Office Manager's Report:

Mrs. Kilgore gave the extended payment plans.

The final payment on the loan that necessitated the water surcharge will be made in December. The Board has the option of ending the water surcharge after 25 years or continuing it. Mr. O'Rourke moved to eliminate the surcharge and recommended that Council pass ordinance 2014-60 with the amendment that the surcharge be removed beginning with January 2015 consumption. The motion was seconded by Mr. Greer. The motion passed unanimously.

The Utility Policy Manual was presented to the Board. Mr. O'Rourke thanked Mrs. Kilgore for all the work she put into the preparation of the manual. Board resolution 2014-02 which formally accepted the manual was read. Mr. Barbera moved to adopt resolution 2014-02. The motion was seconded by Mr. Greer. The motion passed unanimously.

The Board approved of putting an announcement concerning Christmas tree pick-up for people serviced by C. Martin Trucking in the BOPA News.

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Mrs. Kilgore asked that the Board approve the re-appropriation of funds from capital projects to contractual and travel appropriations to cover the upcoming liability insurance costs and travel expenses for classroom training. A copy of the re-appropriations is attached. Mr. Barbera moved to approve the re-appropriations. The motion was seconded by Mr. Greer. The motion passed unanimously.

Tiffany Shultz has submitted \$667.86 in unclaimed funds to the State of Ohio.

Unfinished Business:

None

New business:

None

This was the last BOPA meeting for Office Manager Cathy who is retiring after 28 years of service. In honor of her dedicated public service to Seville, Councilwoman Leslie Miller and Mayor Gene Sulzener, on behalf of Council, thanked Mrs. Kilgore and presented her with an engraved vase, an engraved plaque, and a special certificate. On behalf of the Board, Mr. O'Rourke thanked Mrs. Kilgore for her excellent work over the past 28 years, noting her attention to detail in balancing accounts to the penny. He further noted her professionalism during nearly 3 decades of service. The Board presented a crystal plaque and a watch in appreciation of her service.

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

The meeting was adjourned at 7:08 PM.

  
KIERAN O'ROURKE  
PRESIDENT

  
JAMES CARRICK  
FISCAL OFFICER