

SEVILLE BOARD OF PUBLIC AFFAIRS

Minutes

July 20, 2015

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, Tiffany Shultz (Office Manager), Kevin Bittaker (Superintendent)

Absent: None

Mr. Greer moved to approve the minutes from 07-06-2015. 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:

Mrs. Carter had nothing to report to the Board

Superintendent's Report:

Mr. Bittaker reported that Zack Martin had completed his first year of lineman training and is ready to begin his second year. He is ready to move from level II to level III. Mr. O'Rourke moved to promote Mr. Martin from utility level II to Technician B level I with a pay raise from \$15.68 to \$17.17 per hour.

Dustin Phillips has resigned his position as an employee of BOPA. Mr. Bittaker has interviewed Michael Behary and believes he is qualified to be hired as a replacement for Mr. Phillips. Mr. Bittaker recommended that Mr. Behary start as a Technician A at a starting wage of \$21.70 per hour. Mr. Greer moved to hire Mr. Behary as noted. The motion was seconded by Mr. Barbera. The motion passed unanimously.

Mr. Bittaker reported that Sampsel Heating and Air/Conditioning was called out to inspect the roof top A/C unit at the administrative office at a cost of \$225.00. The humidity level in the office has been exceptionally high this year. The unit is working properly but it is slightly oversized for the area it covers preventing it from cycling on as often as it should to remove the excess moisture. A room dehumidifier has been purchased to remove the extra moisture. If necessary, a second unit may need to be purchased. Mr. O'Rourke said that this could be an employee health issue. Mr. Bittaker will do what is necessary to correct the issue.

Mr. Bittaker gave a power point presentation of the work to correct a problem with one of the SBR tanks which processes all the raw sewage. The tank had to be drained and several brackets on the floats had to be replaced. Brackets had been specially made for the project. A crane was rented and operated by BOPA employee Craig Martin to assist in the process. Having a contractor come in to do the work would have cost approximately \$45,000.00. By doing it in house, the total cost was approximately \$8,000.00. Mr. O'Rourke thanked the employees for getting the work done in a less than pleasant environment at the sewer plant.

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Large debris such as tree limbs and bed sheets from the nursing home can still cause problems for the pumps at the sewer plant. Mr. Bittaker is considering purchasing an emergency back-up pump for around \$30,000.00 through the state purchasing plan. He will research the purchase and report back to the Board at the next meeting.

Office Manager's Report:

The internet modem used at the water plant is overheating when in use. The computer is still working at this time. Technology Consultant Brian Schwartz has several suggestions to correct the problem. Time Warner Cable does not currently service the area of the water plant with internet service. They are approximately 2,000 feet away. Mr. Bittaker is in contact with Time-Warner to see what the cost would be to run a line to the water plant. Satellite service may be the only viable option. The recently installed fiber optic network does not go to that location either.

Unfinished Business:

None

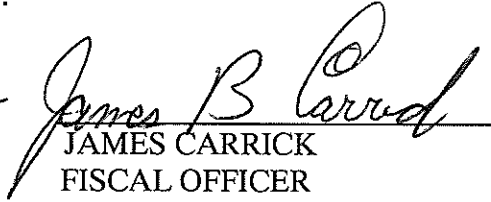
New business:

The Fiscal Officer was asked to inform BOPA on the new filing requirements for the Federal government's Affordable Care Act. There are several new forms for 2015. Because of the amount of data on each form, the Fiscal Officer recommended that Ohio Insurance Services be used to provide the documentation required. Council will need to pass legislation at the August meeting to approve the service.

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

The meeting was adjourned at 7:23 PM.

  
KIERAN O'ROURKE  
PRESIDENT

  
JAMES CARRICK  
FISCAL OFFICER