

SEVILLE BOARD OF PUBLIC AFFAIRS

Minutes

December 19, 2016

Mr. Greer called the meeting to order at 6:45 PM.

The meeting opened with the pledge of allegiance.

Present: Brian Greer (President), Larry Landis, Richard Barbera, Kevin Bittaker (Superintendent), Tiffany Shultz (Office Manager)

Absent: None

Mr. Barbera moved to approve the minutes from 12-05-16. The motion was seconded by Mr. Landis. The motion passed unanimously.

Mr. Landis moved to approve the payment of the bills. The motion was seconded by Mr. Barbera. The motion passed unanimously.

Privilege of the floor:

Stan Scheetz reported that there are two contracts pending for new businesses on Park Avenue.

Utility Committee Report:

None

Superintendent's Report:

There was a first reading of BOPA resolution 2016-01 which deals with costs for repairs in the event of an accident such as a vehicle hitting a utility pole. The resolution will provide material and labor costs for standard repairs. The resolution will need to be updated every few years as material and labor costs increase.

Mr. Bittaker reviewed the appropriations for 2017. Money for the engineering of the Water Project is included in the budget. Mr. Greer moved to approve the budget as submitted. The motion was seconded by Mr. Barbera. The motion passed unanimously.

The Street Department has agreed to work with BOPA on the Water Supply Distribution System project scheduled to start in 2017. Funding for the BOPA portion of the project will need to be discussed. Either a rate increase or a surcharge will be needed.

The plans for a shop expansion were discussed. The current facility is too crowded with vehicles and materials to serve the needs of the crew efficiently. The addition will be done in phases to save money and will include a new break/meeting room and new bathroom facilities.

Mr. Bittaker gave a demonstration of the Data-Command computer system used by the water and sewer plant. The system allows for alerts to be instantly sent if there is a sudden drop in water pressure. The system worked recently when there was a water line break in the middle of the night. The instant alert allowed Mr. Bittaker to react quickly to the problem and save thousands of gallons of water and prevent the issuing of a boil alert for the Village.

Office Manager's Report:

Mrs. Shultz asked the Board to select a date and time for a year end meeting to approve bills. The Board agreed to meet on December 30th at 9:00 AM.

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A new envelope sorter for the billing process is needed. The old one is out of date and parts are no longer available for repairs. A new machine will cost approximately \$5,619.00 which be paid monthly over a five year period. Mr. Greer moved to approve the purchase of a new sorter with the cost not to exceed \$6,000.00. The motion was seconded by Mr. Landis. The motion passed unanimously.

Unfinished Business:

Mr. Barbera asked for opinions on the proposal from the Downtown Business Association for BOPA to install electric service at several downtown locations. If the Board approves the installation, Mr. Bittaker recommended the option for an enclosed receptacle. The cost is approximately \$2,950.00 per receptacle with BOPA paying for the installation. The Board agreed that the private businesses in the DBA should not be allowed to profit from work done by BOPA. If the DBA can cover the costs, BOPA will be willing to do the work.

New business:

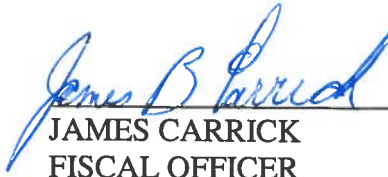
Mr. Barbera suggested the use of an efficient government web-site to help find and track grant opportunities for the Village. Mr. Barbera will forward the information to Mr. Bittaker or anyone else that is interested.

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

The meeting was adjourned at 7:22 PM.



BRIAN GREER
PRESIDENT



JAMES CARRICK
FISCAL OFFICER