

SEVILLE BOARD OF PUBLIC AFFAIRS

Minutes

January 19, 2021

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

Because of the Covid-19 pandemic the meeting was held via ZOOM.

Present: Brian Greer (President), Richard Barbera, Larry Landis, Kevin Bittaker (Superintendent)

Absent: None

Joe Lowery from ARCAP presented the EPA required Asset Management Plan. He went over what the report contains, maintenance requirements, asset listings, updating and replacement costs for the assets, and other rules and regulations. A copy of the plan is available at the BOPA office.

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

Mr. Landis moved to approve the minutes from 01-04-2021. The motion was seconded by Mr. Barbera. The motion passed unanimously.

Privilege of the floor:

None

Utility Committee Report:

None

Superintendent's Report:

The first reading of BOPA resolution 2021-01 concerning the cash reserve policy was completed.

This is the last year of the water rate increase. An extension will be discussed at future meetings.

Mr. Bittaker would like to hire an individual at an entry level office position with the intention of promoting the individual in a year or two to the Office Manager position.

Mr. Bittaker recommended that the Board approve a 3% pay raise for Paula Reed and a \$1.75 per hour raise for Nancy Greer for the extra duties they have been assigned. The raises would be effective beginning on January 24<sup>th</sup>. Mr. Barbera moved to approve the raises. The motion was seconded by Mr. Landis. The motion passed unanimously with the exception of Mr. Greer who abstained.

A representative from GPD Engineers will be at the next meeting to discuss the expansion of the Waste Water Treatment Plant.

Office Manager's Report:

None

Unfinished Business:

None

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New Business:

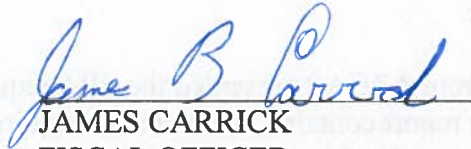
None

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

The meeting adjourned at 7:20 PM.



**BRIAN GREER**  
PRESIDENT



**JAMES CARRICK**  
FISCAL OFFICER