

SEVILLE BOARD OF PUBLIC AFFAIRS

Minutes

January 04, 2021

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

Because of the Covid-19 pandemic, the meeting was held via conference call.

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

Absent: None

Mr. Landis moved to approve the minutes from 12-21-2020. The motion was seconded by Mr. Barbera. The motion passed unanimously.

No bills were approved.

Mr. Landis nominated Brian Greer for BOPA President for 2021. The motion was seconded by Mr. Barbera. The motion passed unanimously with the exception of Mr. Greer who abstained.

Privilege of the floor:
None

Utility Committee Report:
None

Superintendent's Report:

The Asset Management Study is complete and has been sent to the Environmental Protection Agency.

Back Flow surveys have been completed.

Jim Lowery from ARCAP will be at the next meeting.

Mr. Bittaker would like to hire Courtney & Associates to review the cash reserve policy.

Mr. Greer moved to approve the hiring of Courtney & Associates. The motion was seconded by Mr. Landis. The motion passed unanimously.

Mr. Bittaker received an e-mail from Tiffany Shultz complementing the work of Paula Reed and Nancy Greer over the past few weeks. Both have worked solo and with the extra burden of year-end, they have done a terrific job keeping things flowing. Mr. Bittaker will schedule times to meet with Mr. Landis and Mr. Barbera to discuss merit raises for Paula and Nancy.

Mr. Bittaker would like to delay the search for a new Office Manager until the end of January so the requirements for the position can be detailed. Tiffany Shultz will continue to work as a consultant for now.

Office Manager's Report:

There are no extended payment plans at this time.

Unfinished Business:
None

New Business:

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None

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

The meeting adjourned at 6:54 PM.



BRIAN GREER
PRESIDENT


JAMES CARRICK
FISCAL OFFICER