

SEVILLE BOARD OF PUBLIC AFFAIRS

Minutes

November 20, 2023

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

Present: Brian Greer (President), Richard Barbera, Carlene Klinec, Kevin Bittaker (Superintendent)

Absent: Tiffany Shultz (Office Manager)

Regarding the minutes from the BOPA meeting on November 6, 2023, Council Member Miller again questioned the Board on when the office manager raise was discussed. Mr. Greer stated that he asked for the minutes to be verbatim. Council Member Miller stated that they were except for how the decision of the raise was made. Council Member Miller stated that Mr. Barbera mentioned email and text. Mr. Greer stated that he came up with that dollar amount after consideration of the job duties and responsibilities of the office manager. Council Member Vierheller asked if Mr. Greer came up with the number on his own. Mr. Greer responded that he did, as he is allowed to do in his position, then presented it for vote. Council Member Miller again questioned the job description from 1992. Mrs. Klinec stated that it was last updated in 2007 and Mr. Greer added that the job descriptions have been revised and are listed on the agenda under unfinished business tonight.

Mr. Greer asked for a motion to approve the minutes of the last meeting. Mrs. Klinec made a motion to approve the minutes. Mr. Barbera seconded the motion. Mr. Greer abstained.

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

Privilege of the floor:

Council Member Vierheller asked if any elected official was receiving health care insurance under their name from the village. It was decided by the council years ago that the village would not provide insurance benefits for anyone that ran for office. Mr. Barbera stated that he didn't think that was possible. The board does not have health care benefits in their name.

Utility Committee Report:

Council Member Demiter stated that Resolution 2023-11 was passed by council as requested by Mr. Bittaker.

Superintendent's Report:

Fetcho Excavating is installing the water and sewer utilities for Bates Crossing Phase 4. This should have been a 4-year project, but it will be done in about 2 years. The roads will be in by January and the electric service will be put in after the first of the year.

Mr. Bittaker and Mr. Burrows have completed their credit hours mandatory for their water and sewer license by the Ohio EPA. Mr. Bittaker and Mr. Burrows must have so many hours per year, while Mr. Van Arnam is on a 2-year rotation.

The 2 250kvs transformers ordered for Flint Warehouses, at \$128,925.00 each, have been delivered. We have invoiced Flint for the cost of these transformers, and they have signed an agreement that BOPA will be reimbursed for this expense.

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Office Manager's Report:

Shred-It Company will be onsite November 30, 2023, for records of destruction. An offer was made to the village to share in the cost, however there were hiccups on their end, and they have not met their requirements yet.

Unfinished Business:

Mr. Greer stated that all the BOPA office positions have been revised and are available for review.

New Business:

Mr. Greer stated that he was dismayed by the approach of the council towards the other board members at the last BOPA meeting. BOPA has always respected decisions made by the council, even when we did not agree with them, and the Board of Public Affairs expects the same treatment in return.

Mrs. Klinec moved to adjourn the meeting. The motion was seconded by Mr. Barbera. The motion passed unanimously at 6:57 PM.



BRIAN GREER
PRESIDENT



JAMES CARRICK
FISCAL OFFICER