

SEVILLE BOARD OF PUBLIC AFFAIRS

Minutes

May 15, 2023

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

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

Mrs. Klinect moved to approve the minutes from 5/1/2023. The motion was seconded by Mr. Barbera. The motion passed unanimously.

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

Privilege of the floor:

None

Utility Committee Report:

None

Superintendent's Report:

Charles Burrows has celebrated his anniversary date and is eligible for a merit raise. Mr. Bittaker asked for a motion to raise Mr. Burrows to the top of his level, for a pay rate increase of \$1.08, effective May 15, 2023. Mr. Greer moved to approve the rate increase. The motion was seconded by Mrs. Klinect. The motion passed unanimously.

The BOPA crew will be working on Sunday, May 21, 2023, on outdated power lines behind Atlantic Tool and Die. The power will have to be off to reenergize and Sunday is the best day for the businesses the outage would affect.

Office Manager's Report:

Mrs. Shultz asked for approval to hire Courtney and Associates to update the Cash Reserve Policy. Approval granted at the cost of \$500.00. Mrs. Shultz is also working on the list for records to be destroyed and will have it completed by the next meeting.

Unfinished Business:

The 2<sup>nd</sup> reading on Ordinance 2023-28, establishing sanitary sewer access fees for service outside village limits, was completed.

New Business:

None

Mr. Barbera moved to adjourn the meeting. The motion was seconded by Mrs. Klinect. The motion passed unanimously at 6:51 PM.



BRIAN GREER  
PRESIDENT



JAMES CARRICK  
FISCAL OFFICER