

SEVILLE BOARD OF PUBLIC AFFAIRS

Minutes

November 17, 2025

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

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

Mrs. Klinect moved to approve the minutes of the meeting on November 3, 2025. Mr. Barbera seconded the motion. The motion passed, with Mr. Greer abstaining.

Mr. Barbera moved to approve the payment of the bills for November 17, 2025. The motion was seconded by Mrs. Klinect. The motion passed.

Privilege of the floor:

None

Utility Committee Report:

Council member Gordon gave a review of the last government and finance meeting. Including a zoning ordinance, the rental at 40 W. Main Street, and the possible sale of 44 W. Main Street. A cash handling policy is now in place, and the departments can proceed with 2026 budget approval. There is a work session on Monday, November 24 for changes on the employee handbook.

Superintendent's Report:

Mr. Bittaker stated that Dustin Phillips and Wyatt Wargo have completed their probationary period. Mr. Bittaker asked for a motion to move Mr. Phillips from Technician A, Level 2 to Technician A, Level 3. Mr. Greer made a motion to move Mr. Phillips to Technician A, Level 3. Mr. Barbera seconded the motion. The motion passed. Mr. Wargo is doing well in his classes and has passed his required CDL. Mr. Bittaker asked for a motion to increase Mr. Wargo to \$22.50. Mr. Greer made the motion. Mrs. Klinect seconded. Motion carried. Mr. Bittaker stated that Benton Halliwell has passed his 3<sup>rd</sup> year of lineman training and asked for a motion to move Mr. Halliwell from Technician B, Level 3 to Technician A, Level 2. Mr. Greer made a motion to move Mr. Halliwell to Technician A, Level 2. Mrs. Klinect seconded the motion. The motion passed.

Mr. Bittaker stated that the 2026 Budgets should be completed by the end of the week. Mr. Bittaker will have them to the board for review and approval for the next meeting.

Office Manager's Report:

Mrs. Shultz reported the posted position for Clerk B on Indeed has been accepted. The new hire will have a start date of December 8, 2025, contingent on the background and drug screening requirements.

Old Business:

None

New Business:

None

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



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BRIAN GREER  
PRESIDENT



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JESSICA HARPER-BIGLEY  
FISCAL OFFICER