

SEVILLE BOARD OF PUBLIC AFFAIRS

Minutes

December 15, 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 December 1, 2025. Mr. Barbera seconded the motion. The motion passed.

Mr. Barbera moved to approve the payment of the bills for December 15, 2025. The motion was seconded by Mrs. Klinect. The motion passed.

Privilege of the floor:

None

Utility Committee Report:

Council member Gordon reported on the Ordinances regarding the employee handbook and temporary 2026 budgets that passed. The administration office will be hiring Local Government Services to balance the 2024/2025 financial reports for the village.

Superintendent's Report:

Mr. Bittaker reported on the 10 residential lots for sale on Greenwich Rd. The lots originally passed zoning without any storm sewer plans and after speaking with the engineer and the property owner, Mr. Bittaker would like a motion from the board that BOPA will put in the storm sewer with the property owner being responsible for the cost of materials. It is possible that BOPA will purchase the materials and then be reimbursed by the property owner. Mr. Greer made the motion to approve moving forward with a contract for the project. Mrs. Klinect seconded the motion. The motion passed. The 1 commercial lot for sale will have storm sewer plans worked into the zoning approval.

Office Manager's Report:

Mrs. Shultz reported that the new employee, Jennifer, started last week. While there is a lot to learn, she is doing well so far.

Old Business:

None

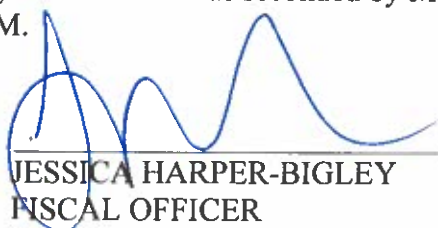
New Business:

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



JESSICA HARPER-BIGLEY
FISCAL OFFICER