SEVILLE BOARD OF PUBLIC AFFAIRS
Minutes
May 5, 2025

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

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

Mrs. Klinect moved to approve the minutes of the meeting on April 21, 2025. Mr. Barbera seconded the motion. The motion passed.

Mr. Barbera moved to approve the payment of the bills for May 5, 2025. The motion was seconded by Mrs. Klinect. The motion passed.

Privilege of the floor:
The mayor inquired about an email she received regarding the grant. Mr. Bittaker stated that the grant from the Federal Government has officially been released, and we will have access within the next couple of weeks.

Utility Committee Report:
none

Superintendent's Report:
Mr. Bittaker stated that we are still waiting for the 2.5 million grant from the Ohio Department of Development, still going though the steps to get that issued. The contracts have not been signed yet as we wait. Council will have to pass the ordinance 2025-27 via emergency. Mr. Bittaker would like the legal office to investigate legislation to be able to sell equipment on Govdeals.com. We have a surplus of equipment no longer in use and going on the website would reach a broader audience than the sealed bids we have done in the past. Mr. Bittaker would like to purchase a new sewer jet. The old jet was purchased in the early 1990's. It has had a tank liner replaced about 12 years ago that is starting to fail again. The cost for a new jet via the state purchasing program, with Brown Equipment Co. in Canton, for $83,900.00. Mrs. Klinect made the motion for the purchase. Mr. Barbera seconded the motion for the purchase not to exceed $90,000.00. The motion passed.

Office Manager's Report:
The Record Retention Committee met back in December, and it was decided at that time that each department would submit their own retention list rather than use the generic one provided by the state. BOPA's was approved by the county and state in March and Mrs. Shultz has been going through years 2017 – 2019 that are still down at the old BOPA building. The goal would be to share the cost of the destruction with some of the other departments in the fall. Mrs. Shultz also reported that Chief Deal came through the building with Chem-Dry, in Medina, for a quote on carpet cleaning. Mrs. Shultz would like to ask for a motion on Resolution 2025-02, regarding clarification on how multiple use water customers are billed. The utility policy passed in 2014 states that where 1 master meter services multiple units, each unit will be billed for the service. However, it was never made clear on the resolution 1-1999. Mr. Bittaker and Mrs. Shultz thought it would be helpful to have both policies state the same. Mr. Greer made the motion to adopt Resolution 2025-02. Mrs. Klinect seconded the motion. The motion passed.

Old Business:
None

New Business:
None

Mrs. Klinect moved to adjourn the meeting. The motion was seconded by Mr. Barbera. The motion passed unanimously at 6:55 PM.

BRIAN GREER
PRESIDENT

JESSICA HARPER-BIGLEY
FISCAL OFFICER