SEVILLE BOARD OF PUBLIC AFFAIRS
Minutes
September 15, 2025

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

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

Mrs. Klinect moved to approve the minutes of the meeting on September 2, 2025. Mr. Greer seconded the motion. The motion passed.

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

Privilege of the floor:
None

Utility Committee Report:
Councilmember Gordon reported on the passed ordinances involving the medial, dental, vision, substance abuse, and interdepartmental conflict. There was a work session prior to the council meeting to discuss wages for 2026. No decision was made at this time.

Superintendent's Report:
Mr. Bittaker reported that the switch for the 69-volt alternate feed for Electric Street substation, ordered last year, has finally arrived. There are a few parts that still haven't arrived. Once they are all in, a date will be scheduled with First Energy to complete the switch. Residents should see no interruption of power during this time, but Mr. Bittaker will let the board know when that will happen.
Wyatt Wargo has passed his CDL. Mr. Wargo is still on probation, but once he has completed that a reimbursement on the cost of the schooling will be reimbursed. Mr. Wargo is also set to go back to Colt Line schooling in the next couple weeks.
There is a sewer issue on High Street. In 2010, an ordinance was passed that it's our responsibility to repair from the right-away to the road. The issue is borderline in the right-away, and we can't get through it. Jarvis Septic will be out to access and try to get through the blockage. There will be a discussion on who will be responsible for the invoice from Jarvis once the repair is complete.

Office Manager's Report:
Mrs. Shultz reported that the next Public Records Meeting will be this Wednesday. BOPA will have records up for destruction. The hope is that we can go together with the Police Department and Administration Office to share in the cost of the shredding.

Old Business:
Regarding Resolution 2025-05, Interdepartmental Protocol, Mr. Lesiak sent over the revised version. The Board will review the policy and discuss this at the next meeting when a full board is present.

New Business:
Councilmember Miller asked that the minutes be sent to all of council when they are complete. Mrs. Shultz will send the minutes when they are complete to all of council.

Mrs. Klinect moved to adjourn the meeting. The motion was seconded by Mr. Greer. The motion passed unanimously at 6:58 PM.

BRIAN GREER
PRESIDENT

JESSICA HARPER-BIGLEY
FISCAL OFFICER