

Board of Public Affairs Meeting Minutes

Tuesday, November 17, 2015 @ 6:30pm. @ Muni. Bldg.

Bp. Jeff Hostetler called the meeting to order.

Members present: Bp. Jeff Hostetler, Bm. Mike Bertschy, Bm. Russ Watkins and Pam Hostetler taking the minutes.

Bp. Jeff Hostetler asked for approval of the last Board of Public Affairs meeting minutes from October 27, 2015.

A motion was then made by Bm. Russ Watkins and 2nd. by Bm. Mike Bertschy to approve the meeting minutes from October 27, 2015.

Roll Call

All in favor

Motion carried

Old Business –

1. It looks as though the Euclid, Maple and Russell St. project has been approved. We will receive confirmation this Friday.
2. We have all the materials for the Stebbin's Drive project and are ready to begin.
3. A discussion was held concerning the Wolfe property settlement. Council approved a settlement of \$8,000.00 plus an easement from the property owner. Council decided that the legal fees would be paid by the Board of Public Affairs. Council also decided that the General Fund would pay for the fees to process the easement. The Board agreed that the BOPA should not have to pay for the legal fees when it was Council that didn't do anything with the Storm Sewer. The BOPA has made great progress with the Storm Sewer problems since they took over but if Council is making all the decisions then the BOPA will throw back the Storm Sewer to Council. The BOPA will approach the Mayor with their concerns and if that doesn't work then the BOPA will attend a Council meeting to discuss the issue.
4. A discussion was held regarding the 201/208 maps. Pam Hostetler will call Doug Nusser and ask him to start making the necessary phone calls.
5. Progress on CSX Railroad; Poggemeyer's is ordering valuation maps and has asked CSX to do an agreement search.
6. The Board would like Jason Flory to attend the Board meetings every month.
7. Jason Flory needs to supply information of any possible projects for the Storm Sewer to the Board ASAP.

Water/Sewer Supt. Marcus Allen

1. Epoxy floor has been redone and looks good.
2. Marcus reported that for the 2016 Appropriations he would like to put in:
 - * Second motor for the water pump at the Water Plant from Ohio Drilling for no more than \$5,000.00
 - * Leaf bed that we didn't get done this year
 - * Parkside Lift Station, wire generator that we didn't get done this year
 - * Electric panel for well #1, the backup well for no more than \$2,000.00

Clerk Treasurer Pam Hostetler –

1. Pam Hostetler asked for a motion to approve the October Finance reports.

A motion was then made Bm. Jeff Hostetler and 2nd. by Bm. Mike Bertschy to approve the October Finance reports.

Roll Call

All in favor

Motion carried

2. Pam Hostetler addressed the Board concerning lost, damaged and slow postal service for the Water/Sewer billings. Our postcards are meeting the Postal Service's specifications. A discussion was held. Pam will advise Nancy to mail out postcards as we always have. Pam will also have Nancy try the heavier postcards and if they work in our printer then our supplier is willing to run the same order we just paid \$735.00 for on the heavier stock at a minimal charge. Russ Watkins stated that complaints can be directed to him. If the residents want their water bills mailed in envelopes then they can pay for the envelopes and postage. That means the water bill would be raised to include this extra expense.
3. Pam Hostetler reported that she has received 19 resumes interested in the Utility Billing Clerk position and (14) resumes interested in the Mayor's Court Clerk position. Several of the resumes were interested in both positions.

Bp. Jeff Hostetler asked for approval of invoices and vouchers totaling \$13,197.06.

A motion was then made by Bm. Russ Watkins and 2nd. by Bm. Mike Bertschy to approve paying the bills and vouchers totaling \$13,197.06.

Roll Call

All in favor

motion carried

Bp. Jeff Hostetler asked for a motion to adjourn the meeting.

A motion was then made by Bp. Jeff Hostetler and 2nd. by Bm. Mike Bertschy to adjourn the meeting.

Roll Call

All in favor

Motion carried

Next meeting December 15, 2015 @ 6:30pm. @ Muni. Building.

Respectfully Submitted,

Pamela J. Hostetler, Clerk/Treas.