

January 16, 2018

THE BOARD OF PUBLIC AFFAIRS MET IN REGULAR SESSION WITH PRESIDENT JIM WILSON AND KAREN COOPERIDER PRESENT. EMPLOYEES PRESENT WERE, PAUL WIENER, KELLY BEEM, AND STACEY HICKS.

MINUTES: The minutes for December 19th & January 2nd will be reviewed at the next meeting. Greg was not present this evening or on January 2nd , and Karen was not present at the December 19th meeting to approve.

PAY ORDINANCE: The Board reviewed Pay Ordinance 02-2018. Karen motioned to approve the Pay Ordinance President Wilson seconded.

OLD BUSINESS:

Stacey received the letter from Mark Schmelzer approving the removal of the tree by the N. Columbus Pump station.

Stacey presented more information from Brittany Maziar, our representative from North Valley Bank, for free credit card processing equipment with a 2-year agreement and they are going to waive some of the fees associated with the service. The Village is able to charge a processing fee on credit cards but not on bank-issued debit cards, even when they are ran as credit. Stacey will make another Facebook posting to see if residents would still use the service if a small fee was charged.

Paul is going to see if the Auma actuators can be rebuilt and get pricing for future needs. We do not have any on hand, so Karen motioned to get one for about \$2,400, and President Wilson seconded.

Paul said the control board for the controls at the North Drive Pump Station had been installed, but he is still not getting the control voltage and is going to find an electrical control repair company to look into it.

The fees and costs are going to be reviewed by the guys and presented at the next meeting.

The flow test for the library has been rescheduled to January 19, 2018 at 10am due to the inclement weather. Stacey has posted the information on Facebook and the Village webpage.

NEW BUSINESS:

Kelly presented the updated employee handbook with additions in yellow for the BPA to review. More discussion will occur when Greg comes back. We will also discuss the Water & Wastewater policy updates when Greg comes back.

Stacey is going to get pricing on a postage machine and bring information to the next meeting. She is also going to see if there is an option to email bills to customers.

Stacey presented a property tax lien for 214 S. Columbus St due to non-payment and not receiving the application back from HSBC Bank. She has faxed her request multiple times with no response. Karen motioned to approve the lien, and President Wilson seconded.

Stacey presented the new application with the property owner transfer form combined into one. Karen motioned to approve using the form, President Wilson seconded.

Paul stated that we are out of water meters. He can purchase six for about \$580. Karen motioned to approve the purchase, seconded by President Wilson.

Paul said that Lane should be temporarily certified in about three weeks.

With nothing further to discuss, Karen motioned to end the meeting, President Wilson seconded. The meeting adjourned at 7:32 pm.

President Jim Wilson

Fiscal Officer Kelly Beem

At 6:25 pm, rules were suspended to go into executive session to discuss personnel matters. Executive session ended at 6:55 pm. No action was taken.