

February 3, 2015

On Tuesday, February 3, 2015, the Board of Public Affairs met in regular session at 6:00pm. Present were President Jim Wilson, Dick Pettit and Greg Litzinger, members. Kelly Beem and Gary Hynus.

Minutes from January 20, 2015 were discussed. Greg motioned to accept, seconded by Jim.

Financial Report was discussed. Jim would like to see all invoices from now on for the water and sewer departments, along with the pay ordinance. Plus he wants to see their payroll reports. Jim approved and signed the Payable Ordinance.

They are still having problems with the meter readings. Dean is to be with him the entire reading week this month. If there are still problems, further action will be required. Cord comes in at 11am, so Dean has only worked a few hours a day with him. They are to ask that he comes in earlier so Dean can spend most of the day with him

Gary showed the board a letter that was drafted to send to residents regarding the smoke tests. Letter needs to include that this is a requirement from EPA and not just the Village. Letters are to be sent to everyone except the Car Wash.

Gary showed the board the price to fix the fire hydrant that was hit. The total was \$2,565.00 to repair. Gary is to have Paul follow up with Ohio State Patrol.

Gary presented the board with a quote of \$14,862.19 to repair the Bearings and Shaft at the Plant. They would like to have prints on the Shafts with specs, for further repairs. Jim motioned to repair, seconded by Greg.

The board discussed the overtime hours for the Water & Sewer departments. Jim is to talk to them to eliminate the extra hours. He said if need be, that he will start signing off on their time sheets, or there was talk about purchasing time clocks. Further discuss will be held after this next pay period.

Kelly finally got the issues for Gary Hynus taken care of with Western Southern Life. Between 2013 and 2014, we took \$608.49 extra out of his paycheck, and only sent Western Southern the amount they billed us. Kelly will issue Gary a check for the difference.

Gary is to start looking for a location to install the new bulk water system. He is to get quotes as well.

Jim would like to see maps of the water/sewer lines at Bur Oak.

The police department keeps leaving the doors open at the garage on St Rt 668. Jim would like Kelly to relay to Chief Vandermark, that they need to keep doors closed.

Doug Fehrman presented Gracie Barnes' water bill. His reading that he took today was less than the last two readings. Kelly will give to Courtney to adjust the bill.

Motion to adjourn was made by Greg and seconded by Jim.

Meeting adjourned at 7:20PM.

Jim Wilson, President

Kelly Beem, Fiscal Officer