

BOARD OF PUBLIC AFFAIRS
REGULAR MEETING HELD JULY 10, 2018

Mr. Boytim called the meeting to order in the meeting room of the Fire Station at 7:06 p.m. Answering roll call were Mr. Robert Boytim, Mr. James Keys and Mrs. Bailey VanKirk.

Also present were Fiscal Officer Rhonda Sowers and Water Superintendent Tony Joyce.

There were no visitors.

Mrs. VanKirk moved to approve minutes of the June 12, 2018 regular meeting. Second by Mr. Keys. Minutes approved by unanimous vote.

Mrs. VanKirk moved to approve payment of bills totaling \$86,011.87 including June payroll. Second by Mr. Keys. Vote: Mrs. VanKirk-yes; Mr. Keys-yes; Mr. Boytim-yes. Motion carried.

Mr. Joyce submitted a draft of his response to several minor citations from the EPA sanitary survey of the water plant conducted in June. The EPA is currently stressing that water operators adopt policies and procedures to address emergencies.

In response to a question from Mrs. VanKirk, Mr. Boytim said he has not located a copy of the forgiveness policy. Mrs. VanKirk said if a copy can't be found then a policy should be adopted. Mrs. Sowers added that the Asset Management Plan will include all Board policies so this is a good time to review and make necessary policy changes.

Mr. Keys moved to approve an application for a 1" tap at 11142 E. Bayshore Road totaling \$5,977.00 and an application for a ¾" tap at 373 Lakewood totaling \$3,900.00. Second by Mrs. VanKirk. Vote: Mrs. VanKirk-yes; Mr. Keys-yes; Mr. Boytim-yes. Motion carried.

The Board received two requests to have late fees waived. Marnie McAtee, new bookkeeper for South Passage Condo Association asked to waive late fees in the amount of \$5.40, \$5.40 and \$57.22 because the time it took to transfer accounting from the Property Management Company to her made it impossible to pay by the due date. Elise Bennett asked to waive a late fee of \$5.40 because she did not realize in time that the credit she normally runs on her account was extinguished. Mrs. VanKirk pointed out that the Board does not have a policy regarding late fees and to grant waivers without a policy is arbitrary and sets a precedent.

Mrs. Van Kirk moved to deny the request to waive late fees of \$57.22, \$5.40 and \$5.40 for 818 E. Main, 810 E. Main #2D and 810 E. Main #2G. Second by Mr. Keys. Vote: Mrs. VanKirk-yes; Mr. Keys-yes; Mr. Boytim-yes. Motion carried.

Mrs. Van Kirk moved to deny the request to waive the late fee of \$5.40 for 11180 E. Bayshore #A. Second by Mr. Keys. Vote: Mrs. VanKirk-yes; Mr. Keys-yes; Mr. Boytim-yes. Motion carried.

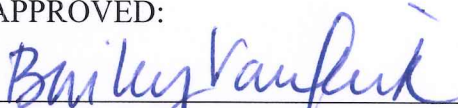
Mrs. VanKirk moved to return a water service deposit of \$50 to Michael Cole. Second by Mr. Keys. Vote: Mrs. VanKirk-yes; Mr. Keys-yes; Mr. Boytim-yes. Motion carried.

Mrs. Sowers reported that Solicitor Jim Barney learned that the developer of the Bayside Shores condominium wanted individual addresses assigned for each of the buildings in the development but did not want to create a new street. The developer is agreeable to having each building designated as a separate unit such as A, B, C or 1, 2, 3 at the existing Bayshore Road address. Mr. Barney further explained that only Council has the authority to establish a new street in the village. It is the Board of Public Affairs role to assign addresses after Council has authorized new streets.

Board members initialed June financial reports distributed by Mrs. Sowers prior to the meeting.

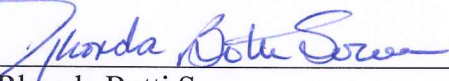
There being no further business, it was moved by Mr. Boytim and seconded by Mrs. VanKirk to adjourn at 8:00 p.m. Meeting adjourned by unanimous vote.

APPROVED:



Robert S. Boytim, President
Board of Public Affairs

Attest:



Rhonda Botti Sowers
Fiscal Officer