

BOARD OF PUBLIC AFFAIRS
REGULAR MEETING HELD JUNE 9, 2020

Mr. Boytim called the meeting to order in the meeting room of the former fire station at 7:00 p.m. Answering roll call were Mr. Robert Boytim, Mr. James Keys and Mrs. Maryann Sauvey.

Also present were Fiscal Officer Rhonda Sowers, Water Superintendent Tony Joyce and Councilman Dean Dorko.

There were no visitors.

Mr. Keys moved to approve minutes of the May 12, 2020 regular meeting. Second by Mrs. Sauvey. Minutes approved by unanimous vote.

Mrs. Sauvey moved to approve payment of bills totaling \$34,491.51 including May payroll. Second by Mr. Keys. Vote: Mrs. Sauvey-yes, Mr. Keys-yes, Mr. Boytim-yes. Motion carried.

Regarding the issue of the clogged pipe feeding caustic soda to the clear well, Mr. Joyce said he has a quote from Kelstin for \$13,900 to cut the old pipes and install new pipes. Mr. Joyce learned that the EPA requires engineering if the Board chooses to do anything other than replace the existing pipes. Mr. Joyce added that it will be necessary to go on county water for approximately two weeks while the work is done. Mr. Keys asked about the cost of using county water. Mrs. Sowers said the county has not charged during emergency usage in the past but it is something that needs to be addressed for the future. The Board agreed to wait until late fall or winter to do the project. Mr. Keys asked that Mr. Joyce use this time to look at getting a lower quote.

Mr. Joyce said Midco Diving and Marine will inspect the water tank but said it may take a while because the pandemic shutdowns affected their scheduling. It will not be necessary to drain the tank for the inspection.

After reviewing draft job descriptions submitted at the May meeting, Mrs. Sauvey read a list of suggested revisions. Mr. Keys said the job description for Assistant Chief Operating Engineer needs to clearly state the requirement to assume responsibilities during any absence of the Chief Operating Engineer. Mr. Joyce will update the drafts for further review and approval.

Mr. Keys moved to approve a lot split for Karyn Harwood at 3635 Confederate Drive. Second by Mrs. Sauvey. Vote: Mrs. Sauvey-yes, Mr. Keys-yes, Mr. Boytim-yes. Motion carried.

Mrs. Sauvey moved to return \$50 water service deposits to Justin Monak and Robert Muniak. Second by Mr. Keys. Vote: Mrs. Sauvey-yes, Mr. Keys-yes, Mr. Boytim-yes. Motion carried.

Mrs. Sowers submitted a list of delinquent accounts noting the list is for informational purposes only. Late fees and shut-offs are suspended during the statewide coronavirus emergency declaration which is still in effect.

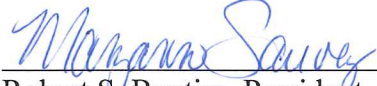
Mr. Joyce announced Becky Below has attained her Class I license effective with her anniversary date of June 3. Mrs. Below is currently studying for her Class II test.

Mr. Boytim expressed concern that Mr. Helgesen was not sent for a pre-employment drug test after he was hired. Mrs. Sowers said neither of the last two new hires at the plant were required to take pre-employment drug tests. Mr. Boytim said this hire is different because the new employee came from California. Mr. Dorko said it is discriminatory to require testing arbitrarily. Mr. Boytim made a motion to require periodic drug testing for all water department employees. Motion died for lack of a second. Mr. Dorko said council adopts personnel policies that apply to all village employees and he will inform council of Mr. Boytim's request to implement a random drug-testing program.


Mrs. Sowers asked how to handle the uniform allowance for Eric Helgesen who began employment in May. When Becky Below was hired in June 2019 the Board approved a \$150 allowance, which is one-half of the annual clothing amount. Mr. Keys moved to pay a pro-rated clothing allowance of \$25 per month for each full remaining month of the calendar year following the hire date for new employees. Second by Mrs. Sauvey. Vote: Mrs. Sauvey-yes, Mr. Keys-yes, Mr. Boytim-yes. Motion carried.

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

APPROVED:


Robert S. Boytim, President *FOR Robert Boytim*
Board of Public Affairs

Attest:


Rhonda Botti Sowers
Fiscal Officer