

September 16, 2024

MINUTES OF BOARD OF PUBLIC AFFAIRS MEETING

Members Present: Lynn Moomaw, Kyle Krownapple and Ryan Imhoff

Others Present: Adam Baker and Kate Hammond.

Board President Lynn Moomaw called the meeting to order at 6:00 pm.

The August 12, 2024 minutes were presented. Ryan Imhoff made a motion to approve the minutes without edits. Lynn Moomaw seconded the motion. Motion was approved unanimously.

Old Business

Lynn Moomaw made a reminder for all to complete the State Auditor's Fraud Training before September 27, 2024

New Business

A list of delinquent finalized utility bills was presented. All accounts on the list had been closed for longer than six years, the statute of limitation in Ohio for collecting unpaid utility bills. Previously the office had been advised to send collection letters to each of the 5 accounts in an attempt to collect the outstanding \$827.09. No responses have been received. Krownapple made a motion to write-off the outstanding balances and to also "red flag" the accounts should they apply for utilities again within the village. Imhoff made a second on the motion. It then carried unanimously.

An error in the utility billing for the Smithville Methodist Church. The church had been billed for high erroneous meter readings. Moomaw made a motion to refund the church the amount over-paid. Imhoff seconded the motion. Krownapple abstained from the vote. Motion passed.

Adam's Report

There was a pre-construction meeting for the 2024 OPWC lining project last Thursday. The pre-inspection camera work should begin next week, and the actual lining work should take place end of October -November.

A contract for cathodic testing can be renewed for the new water tower. The service will cost the Village \$700 for testing for 12 months. Moomaw moved to approve the testing expense. Krownapple seconded the motion. There was no further discussion and the motion passed unanimously.

Adam reported that the sensors and flow meters at the sewer plant need to be tested and calibrated annually. This service should cost around \$1700.

With no further reports or discussions, a motion to adjourn the meeting at 6:30 pm. was made by Imhoff. Krownapple seconded the motion and all approved.

A handwritten signature in blue ink, appearing to read "Kay Demerced", written over a horizontal line.

BPA Clerk

A handwritten signature in blue ink, appearing to read "Lynn Monar", written over a horizontal line.

BPA President