

Minutes – Board of Public Affairs

June 5, 2020

The meeting was called to order at 10:07 a.m.

Present: Mr. Roach, Mr. Helling, Mr. Cook, Mr. Smith, and Mrs. Lehotay

Mr. Cook made a motion, Mr. Helling 2nd, and Mr. Roach agreed to approve the minutes of the previous meeting on May 15, 2020.

Mr. Cook made a motion, Mr. Helling 2nd, and Mr. Roach agreed to approve the bills.

Leak Adjustments:

47 Sargent Dr. (Williamson) – tabled until full quarter reading can be obtained.

3 W. Xenia St. (Wilhelm) – tabled until quarterly readings are read in person from water department.

8 S. Sycamore St. (Ross Chapel) – tabled until full quarter reading can be obtained.

23 S. Buckles Ave. (Santoro) – tabled until full quarter reading can be obtained.

36 E. Washington St. (Pimentel) – tabled until full quarter reading can be obtained.

Old Business:

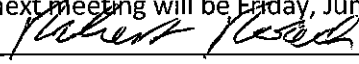
1. New policy on Meter Reads discussed. June's reading will be all outside meters and will be read June 8 – June 12. No entering homes. Knock and ask them to read their meter. If no answer, then leave the new door knockers asking them to report their meter reading to the office.
2. Mr. Smith scheduled and had the backhoe service department do the maintenance. Bill to be split 3 ways. Additional repairs will need to be done. Estimate received.
3. 14 Davis St. will not allow the water department enter house to read meter. It has been agreed by the board to triple the estimated bill for 14 Davis St. until a reading can be obtained. Currently tabled until we can enter all households and Covid-19 restrictions are lifted.
4. Tractor and bush hog were also discussed if still needed. Discussed selling for \$3,000.00. Discuss with Mrs. Haines whether they can be sold outright or if bids are needed.
5. Mr. Smith sent his hours in for certification and he has not had a response yet. By his calculations he will be certified by June 22, 2020. Notification to Jamie Self will be given on May 19, 2020. Last day will be June 19, 2020. Notification will consist of a 30-day notice with a possible contingency if more hours are needed.
6. Upon a passing evaluation for his six-month probation and the hours met to obtain his license, Mr. Smith's pay is to increase to a total of \$25.50 an hour.
7. Work on the manhole covers is complete.
8. Chapel completed work on the lights at the sewer plant.

New Business:

1. Master Meter will be giving presentation on new meters at the next meeting scheduled for June 19th.

Meeting was adjourned at 10:49 am.

The next meeting will be Friday, June 19, 2020 at 10:00 a.m.



President