

RECORD OF PROCEEDINGS

Minutes of

Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 10148

Held _____ 20 _____

April 10, 2023

The Village of Rushsylvania Board of Public Affairs met on April 10, 2023 at 6:30 p.m. Board Members present included Charles Rader and Troy Rader. Kandy Jacobs was absent. Solicitor, Zeb Wagner, Council President, Jason Miller, Water and Waste Water Superintendent, Chris Coak, and Fiscal Officer, Kathy Stierhoff, were present. Mayor, Phillip Wright, was absent. A visitor, Erica Caudill, was also present.

Board President, Charles Rader called the meeting to order. Roll Call was given.

Mr. Rader asked for the approval of the minutes of the March 6 meeting and financial report. Troy Rader made a motion to accept the minutes. Charlie Rader seconded the motion. All members approved. Motion carried. Troy Rader made a motion to accept the financial report. Charlie Rader seconded the motion. All members approved. Motion carried.

The Bills to be paid were then presented.

Chris Coak	Village Employee Salary	1990.62
Tim Jones	Village Part Time Employee Salary	649.12
Kathy Stierhoff	Fiscal Officer	664.78
Ty Rader	Billing Program Support	250.00
AES Ohio	Electricity	2057.67
All American Energy	Gas	273.42
Brightspeed	Telephone Service	113.21
GardL Company	Internet Service	25.00
MASI	Water Testing	395.50
MASI	Waste Water Testing	786.80
Ohio Department of Taxation	State Tax Withholding Feb/Mar	115.34
OPERS	Retirement Withholding Feb/Mar	1457.52
PNC Bank	Credit Card	
Amazon	Ink	160.73
Gordon Electric	Supply Junction	83.15
Rushsylvania One Stop	Fuel	184.63
Stolly Insurance	Fiscal Officer Bond	118.00
Treasurer of State of Ohio	UAN Fees	380.00
US Treasury	Federal Tax Withholding Feb/Mar	548.76
USA Blue Book	Float Switch/Water Testing Supplies	439.43
Village of Rushsylvania	Municipal Income Tax Withh Feb/Mar	60.76

Charlie Rader made a motion to pay the bills. Troy Rader seconded the motion. All members approved. Motion carried.

Water/Wastewater Superintendent, Chris Coak submitted a list of projects completed and work to be done. Gallons pumped 1,049,000, Gallons billed 829,900 at 79%. The OEPA tri-annual survey and inspection was completed. There are only 5 items that need corrected and are mostly paperwork adjustments. The pressure differential valve at the water plant needs to be replaced due to age per the report. Quotes have been requested for the cost of a new valve, and Strayer Plumbing has been contacted for a quote on providing manpower to help with the replacement of the valve. Tabletop contingency plan practices have not been performed. A plan is in place to perform these practices going forward. A small tree was cut down behind 155 Railroad Street that was hanging over the property. Training was completed through ORWA and RCAP. The salt spreader and plow were removed from the dump truck. The quarterly sampling of Rush Creek upstream and downstream from the waste water treatment plant was completed. Two barrels of used oil were disposed of through the Logan County Engineers who will recycle it as furnace fuel. The sewer line at 268 S Sandusky was repaired. The lagoon lift pump purchased two years ago became clogged with debris. The cutters were adjusted allowing it to continue working. The cutters may have to be replaced if it continues to clog. The new John Deere mower was delivered. An electrical junction box was replaced at the lift station on State Route 274 as it had been damaged. The UV lighting at the waste water treatment plant was refurbished with new bulbs and quartz lenses. This lighting controls E. coli during the summer months. The village of West Liberty has borrowed the spare aerator for their waste water plant until they are able to replace their damaged one. The playground inspection was completed. Many pieces of equipment need to be repaired or replaced. A list of suggestions was submitted by the inspectors which will be considered by the parks committee. Chris Crumley asked if there were grants for these kinds of projects. Clogged sewer lines were jetted out at 143 Susie Street and 171 N Stewart Street. The parking lot entrance at the ball park had stone added and graded. Electrical work for the venting system and diesel fuel tank at the waste water treatment plant is waiting for the electrician to be available. UV lighting will be installed at the waste water treatment plant and it will be switched to the summer clarifier. A new chopper pump will be picked up and installed at the waste water treatment plant. The electric heater at the waste water treatment plant that quit working shortly after purchase has been replaced under warranty and the old one will be returned.

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OLD BUSINESS

Fiscal Officer, Kathy Stierhoff, stated that the amounts presented at the March 6 meeting for the tax assessment overpayment on the 135 S Sandusky Street property were incorrect. The amounts that are currently remaining on the tax assessment of the property and the amount remaining on the current billing account are included in the amount billed to the property, therefore the overpayment of \$916.05 is owed to the property owner in full. Troy Rader moved to recommend amending the resolution to reflect this change and present the amended resolution to Council at the May 1 meeting. Solicitor, Zeb Wagner, will prepare the amended resolution for the May 1 meeting.

NEW BUSINESS

Fiscal Officer, Kathy Stierhoff, received a call from the owner of a rental property in the village who is currently the water billing for the home but plans to turn the billing over to the renter. He is asking if he can request the water be turned off at the end of April and have the renter pay the deposit and take over billing in their name. Solicitor, Zeb Wagner, stated that the water need not be turned off to transfer the responsibility for payment, but the village could do so at the request of the owner. However, if the bill isn't taken over by the tenant, the owner is still responsible for the bill. During the discussion, it was suggested that a form be developed for new owners and renters to apply for the water billing. Mrs. Stierhoff will find out what other entities have in place and create a form for new water billing applications.

Troy Rader made a motion to adjourn. Charlie Rader seconded the motion. Meeting adjourned.

The next Board of Public Affairs meeting will be held on Monday, May 1, at 6:30 P.M.


BOARD PRESIDENT


FISCAL OFFICER