

RECORD OF PROCEEDINGS

Minutes of

Meeting

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

Held _____ 20 _____

February 6, 2023

The Village of Rushsylvania Board of Public Affairs met on February 6, 2023 at 6:30 p.m. Board Members present included Charles Rader, Troy Rader, and Kandy Jacobs. Solicitor, Zeb Wagner, Mayor, Phillip Wright, Council President, Jason Miller, Fiscal Officer, Kathy Stierhoff, and Water & Wastewater Superintendent/Village Employee, Chris Coak were present. Village Resident, Vicky Erdy 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 January 9 meeting and financial report. Troy Rader made a motion to accept the minutes. Kandy Jacobs seconded the motion. All members approved. Motion carried. Troy Rader made a motion to accept the financial report. Kandy Jacobs seconded the motion. All members approved. Motion carried.

The Bills to be paid were then presented.

Chris Coak	Village Employee Salary	1293.98
Tim Jones	Village Part Time Employee Salary	392.52
Kathy Stierhoff	Fiscal Officer	664.78
AES Ohio	Electricity	2202.58
All American Energy	Gas	343.68
Brightspeed	Telephone Service	112.50
Buckeye Pumps Inc	Pump Repair WWTP	4542.00
Core & Main	Sensus Reader Update	20.01
GandL Company	Internet Service	25.00
Hawkins	Azone	202.54
MASI	Water Testing	181.00
MASI	Waste Water Testing	382.30
Ohio Department of Taxation	Ohio Tax Withholding	54.74
OPERS	Employee/Employer Withholding	708.10
PNC Bank	Credit Card	
Perforated Paper	Water Bills	174.20
USPS	Postage	176.00
RD Holder	Kerosene	416.65
Roberts Machine Products	Shear Pins	206.64
Ty Rader	Billing Program Support	250.00
US Treasury	Federal Tax Withholding	262.66
Village of Rushsylvania	Municipal Tax Withholding	29.52

Kandy Jacobs 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 1,079,000, Gallons billed 711,400 at 66%. Billing had been estimated due to snow and ice so this created a lower percentage of gallons billed this month. The outlet plumbing on the sledge holding tank was replaced. Preventive maintenance was completed on the waste water treatment plant including belts, grease, filters and cleaning. Preventive maintenance was performed on the water plant including grease, filters, and instrumentation checks. 18 shear pins for the clarifiers were received from Roberts Machine. An application was submitted for a grant from the Ohio Environmental Protection Agency to purchase new valve exercising equipment. The grants are \$10,000.00 grants. Mr. Coak applied for \$7,100.00 to purchase the equipment. The RAS pump was removed and taken to Buckeye Pump to have the overtemp sensors replaced. Rush Truck Center's mobile tech replaced the transmission oil cooler lines on the dump truck. Both serpentine belts and fuel filters were replaced on the dump truck. The source water protection plan was updated and sent to the Ohio Environmental Protection Agency. The annual well water withdrawal for 2022 was also sent to OEPA. The stop float switch was removed and replaced for the pumps in the lift station on Rush Street. An emergency call was received for a plugged sewer line on North Sandusky near the hair salon. The lines were cleared. Streets were plowed and salted as needed due to snow and ice. The mower will be replaced per the decision of Council. The venting system will be updated and the hard line electric run to the diesel fuel tank once the company is able to get to the projects. A contractor for the playground equipment will come in February to inspect the playground and provide guidance as to what needs to be repaired or replaced to improve safety and longevity of the equipment. Mr. Coak will be on vacation the first week of March. He will not be present at the March 6 meeting.

OLD BUSINESS

Keys have been made for the council room and will be made available to board members by the fiscal officer.

NEW BUSINESS

A discussion was held concerning the property at 135 S Sandusky Street. The owner has requested that the delinquency be waived for all outstanding water bills. When going back through the billing for the property, the Fiscal Officer, Kathy Stierhoff, discovered that this property had been over-assessed on the billing placed on the

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property taxes with the Logan County Auditor. Solicitor, Zeb Wagner, requested additional figures for the water and sewer billing and property tax billing for the property. The matter was tabled until the March meeting.

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

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


BOARD PRESIDENT


FISCAL OFFICER