

RECORD OF PROCEEDINGS

Minutes of

Meeting

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

Held _____ 20 _____

January 17, 2022

The Village of Rushsylvania Board of Public Affairs met on January 17, 2022 at 6:30 p.m. Board Members present included Charles Rader, Troy Rader, and Kandy Jacobs. Solicitor, Zeb Wagner, Mayor, Phillip Wright, Council President, Tim Rader, Fiscal Officer, Kathy Stierhoff, and Water & Wastewater Superintendent/Village Employee, Chris Coak were present.

Solicitor, Zeb Wagner, administered the Oath of Office to Charlie Rader.

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

Board President Rader asked for nominations for board President and Vice President.

Troy Rader made a motion that Charles Rader remain President. Kandy Jacobs seconded the motion. All members approved. Motion carried. Charles Rader accepted the duties.

Kandy Jacobs made a motion that Troy Rader remain as board Vice President. Charles Rader seconded the motion. All members approved. Motion carried. Troy Rader accepted the duties.

Mr. Rader asked for the approval of the minutes of the December 28 meeting and financial report. Troy Rader made a motion to accept the minutes. Kandy Jacobs seconded the motion. All members approved. Motion carried. Kandy Jacobs made a motion to accept the financial report. Troy Rader seconded the motion. All members approved. Motion carried.

The Bills to be paid were then presented.

Chris Coak	Village Employee Salary	1421.28
Tim Jones	Village Part Time Employee Salary	372.90
Kathy Stierhoff	Fiscal Officer Salary	715.28
AES Ohio	Electric	1488.69
CCA	1% Municipal Tax Withholding	48.24
GandL Company	Internet Service	35.00
Hawkins	Azone	116.81
Macdonald Supply	Grinder Pump	1013.80
MASI	Water Testing	79.95
MASI	Waste Water Testing	257.60
Moody Concrete LLC	Fix Man Hole	850.00
Ohio Department of Taxation	State Tax Withholding	83.89
OPERS	Employee/Employer Withholding	981.18
Verizon Wireless	Cell Service	90.20
US Treasury	Federal Tax Withholding	444.22

Troy Rader made a motion to pay the bills. Kandy Jacobs 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 1,077,000, Gallons billed 885,600 at 80%. The meter pits at 112 N Stewart Street and 285 S Sandusky Street were raised. The pump at the RAS lift station at the waste water treatment plant was removed and replaced with one of the warrant repaired pumps. A bullet heater at the waste water treatment plant was repaired. A new portable pump for the lift stations was purchased at MacDonald Supply. The manhole on Rush Street was repaired and new cement poured to surround it. Both RAS lift stations pumps were pulled multiple times to remove debris from the pumps. Bobcat Multiworks was called in to suck out the RAS pit which had a large amount of debris at the bottom. Preventive maintenance was completed at the Waste Water Treatment Plant. KMNO4 tubing and injector were replaced at the water plant. A water leak was repaired in a meter pit at 258 S Sandusky. Bobcat Multiworks was called in to suck out buildup in the screen room at the waste water treatment plant. The second warrant lift pump is out for repair and will be a back up once it is repaired and returned. Preventive maintenance will be completed at the water plant. A new valve and hand wheel will be purchased for the lagoon lift station. The board as informed that kerosene for the clarifier heaters at the waste water treatment plant is no longer available at the Rushsylvania One Stop. Kerosene has been purchased in Belle Center, but it is not cost effective to make daily trips. Diesel fuel is also unavailable in the village. RD Holder will supply a 300 gallon diesel tank at a cost of \$2100.00 and keep it filled on request. They will also deliver 55 gallon drums of kerosene at a cost of \$3.55 per gallon as needed. These will be housed at the waste water treatment plant to allow them to be within a locked fenced enclosure.

The board recommends to Council to purchase the diesel tank and request the delivery of kerosene from RD Holder.

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OLD BUSINESS

Charlie Rader asked if the water bill at 157 Railroad had been paid. The owner requested a 4 day extension due to family illness. The request had been granted by Mr. Rader, but due to past payment issues, the owner is not to expect an extension in the future.

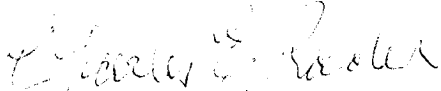
Mr. Coak informed the board that Gilbert Myers, who owns several properties in the village, has begun repairs to some of his properties that have extensive damage. Water service is turned off at these properties and cannot be turned on until back water bills are paid.

NEW BUSINESS

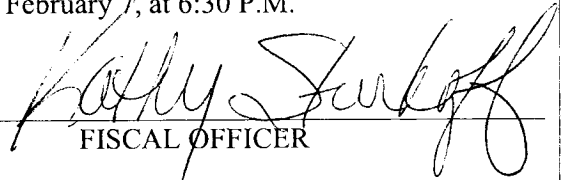
The fiscal officer informed the board that Ty Rader has been using his personal laptop to do backups for the village water and sewer billing. This laptop has aged and is unreliable. He is suggesting that the village purchase a new laptop for this use. Troy Rader moved to purchase a laptop. Kandy Jacobs seconded the motion. All approved. Motion carried.

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, February 7, at 6:30 P.M.



BOARD PRESIDENT



FISCAL OFFICER