

# RECORD OF PROCEEDINGS

Minutes of

Meeting

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

Held \_\_\_\_\_ 20 \_\_\_\_\_

November 7, 2022

The Village of Rushsylvania Board of Public Affairs met on November 7, 2022 at 6:30 p.m. Board Members present included Charles Rader, Kandy Jacobs and Troy Rader. Mayor, Phillip Wright, Solicitor, Zeb Wagner, Council President, Jason Miller, Fiscal Officer, Kathy Stierhoff and Water Superintendent, Chris Coak, were present. Village Resident, Vicky Erdy was also present.

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

Vicky Erdy was offered the floor, but stated she was just in attendance as an observer.

Mr. Rader asked for the approval of the minutes of the October 3 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	1932.70
Tim Jones	Village Part Time Employee Salary	603.32
Kathy Stierhoff	Fiscal Officer	664.78
AES Ohio	Electricity	1509.45
All American Energy	Gas	122.44
Brightspeed	Telephone Service	112.22
CCA	Municipal Tax Withholding	30.92
Core & Main	Shut off valves for meters	399.25
GandL Company	Internet Service	25.00
Hawkins	Sodium Permanganate	304.34
iamGIS Group LLC	Software Support	2625.00
Kelly's Septic Cleaning	Pump Clarifier	300.00
Logan Construction	Dig Up Water Meter	450.00
Lyons Welding	Fabricate 3 Crane Bases	450.00
MASI	Water Testing	195.95
MASI	Waste Water Testing	498.15
Ohio Department of Taxation	Ohio Tax Withholding	58.76
Ohio Rural Water Association	2023 Membership	72.50
OEPA	NPDES Permit	200.00
OPERS	Employee/Employer Withholding	741.52
Ty Rader	Billing Program Support	250.00
US Treasury	Federal Tax Withholding	286.04
USA Blue Book	Sludge Tube/Stenner Pump	830.00
Verizon Wireless	Cell Phone Service	180.54

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 856,000, Gallons billed 659,300 at 77%. Hydrants were flushed and tested. No issues were found. The UV lighting system was removed for winter. Potholes were patched in the alley off South Stewart Street. Bobcat Multiworks drained and cleaned the village lift stations. Mr. Coak renewed his water license for 2 more years. Multiple continuing education classes were attended to complete the renewal. The KMNo4 pump was removed and replaced in the water plant. Grout repair was performed in the station downtown in preparation for the mural repainting. Kelly Septic drained the south clarifier and cleared of leaves. The new electric heater was installed in the screen room at the waste water treatment plant. The lift pump was pulled on Miami Road and the cutter head was replaced on the pump. Bobcat Multiworks sucked leaves out of the north clarifier scum trough. The starter mechanism was replaced on the power washer/jetter. The start switch float was replaced on the RAS lift station at the waste water treatment plant. On November 2, students from Benjamin Logan completed service hours in the village spreading gravel around the playground and batting cage, painting the picnic tables, raking leaves, staking down the piping around the playground, picking up trash, painting benches, and raking leaves for older homeowners. Parts will be ordered for the playground equipment. Leaf pickup will begin Monday, November 13, in the village. Annual metrics will be reported to OEPA. The salt spreader and plow will be mounted on the dump truck. The mower will be sent for annual service.

## OLD BUSINESS

The board was given an update on allpaid.. 34 residents have used the site so far to pay water bills. The program has run smoothly so far.

## NEW BUSINESS

A discussion was held concerning the Water Fee Ordinance #1215-22 which passed on first reading at the October 3 Council meeting. The state auditor's during the recent audit found that much of the documentation for the distribution of water and sewer collections to the water and sewer funds could not be found. The village was asked to pass an ordinance setting the distribution for these funds. This documentation will be added to the Water Fee Ordinance before passage. From the water collections, \$700.00 will be posted to the Water Replacement and Improvement Fund and the remaining monies will be posted to the Water Operating Fund. From the sewer collections, \$500.00 plus \$14.00 per active account will be posted to

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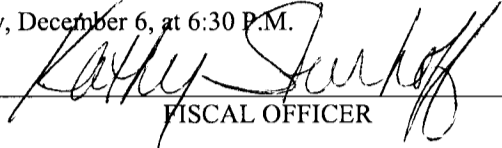
~~the Sewer Replacement and Improvement Fund and the remaining monies will be posted to the Sewer Operating Fund.~~  
Delinquent payments made after the billing due date or through property tax assessment with the Logan County Auditor will be distributed with 40% to the water funds and 60% to the sewer funds. Solicitor, Zeb Wagner, will write up an amended ordinance for the December 6 meeting.

Ty Rader has requested permission to purchase a printer to use when adjusting or updating the water/sewer billing program. The board gave permission for this purchase.

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

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

  
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BOARD PRESIDENT

  
\_\_\_\_\_  
FISCAL OFFICER