

ENTITY NAME: Williamsport Bureau of Public Affairs

MINUTES TITLE: BPA

BOARD NAME: BPA

TYPE OF MEETING: Regular

VOTING SESSION: Yes

DATE: 2/8/2021

START TIME: 7:00pm

END TIME: 7:20pm

MEETING LOCATION: Zoom meeting

RECORD OF PROCEEDINGS: written

CALLED TO ORDER BY: Melissa Gartin Chair

RECORD OF PROCEEDINGS

BOARD/COUNCILMEMBERS ROLL CALL

NAME	PRESENT
Melissa Gartin	Present
Ben Bailey	Present
James Christman	Present

IN ATTENDANCE

NAME	VISITOR/EMPLOYEE	COMMENTS
Gayle Spangler	Fiscal Officer	
John Elliott	Mayor	
Cindy Mayhugh	Councilmember	
Mary Beth Poe	Councilmember	

APPROVAL OF PREVIOUS MINUTES

MOTION TO APPROVE MINUTES OF	1/11/2021
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TYPE OF MEETING	Regular
MOTION TO APPROVE BY	James Christman
MOTION TO APPROVE SECONDED BY	Ben Bialy
DISCUSSION	
Melissa Gartin	Yes
Ben Bailey	Yes
James Christman	Yes
VOTING RESULTS	YES: 3 NO:

APPROVAL OF BILLS

MOTION BY	Melissa Gartin
MOTION SECONDED BY	James Christman
VOTING ROLL CALL	VOTE
Melissa Gartin	Yes
Ben Bailey	Yes
James Christman	Yes
VOTING RESULTS	YES: 3 NO:

OLD BUSINESS

TOPIC	Lift Station
PRESENTED BY	Mayor Elliott
DISCUSSION	Mayor Elliott advised the BPA that the Village is waiting on Charlie Galloway to level the driveway.

TOPIC	Gas meter replacement
PRESENTED BY	Melissa Gartin
DISCUSSION	The gas meter replacement will be postponed until warmer weather.

TOPIC	Gas meter replacement proposal.
PRESENTED BY	Mayor Elliott
DISCUSSION	The gas meter replacement will be discussed at the March 15, 2021 meeting.

TOPIC	Buckeye Pipe Letter and quote
PRESENTED BY	Melissa Gartin
DISCUSSION	Chair Gartin advised that she has not received a quote for the laptop. Melissa will ask Marie Parrett if she knows the status of the quote.

NEW BUSINESS:

TOPIC	BJ Electric
PRESENTED BY	Mayor Elliott
DISCUSSION	Mayor Elliott advised that BPA would need to approve the wellfield rehab quote. BPA asked where the well field is located. A tour of the well field is planned in the future. A

	motion was made to approve the BJ Electric quote of \$6206.49.
MOTION BY	Melissa Gartin
MOTION SECONDED BY	Ben Bailey
VOTING ROLL CALL	VOTE
Melissa Gartin	Yes
Ben Bailey	Yes
James Christman	Yes
VOTING RESULTS	YES: 3 NO:

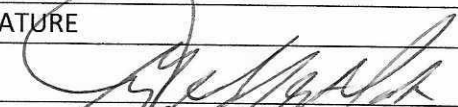
NEXT SCHEDULED MEETING

TYPE OF MEETING	<u>Special</u>
DATE	<u>3/15/2021</u>
TIME	7:00pm
LOCATION	107 Green Street, Williamsport OH 43164
COMMENTS	The meeting will be a joint meeting with Council.

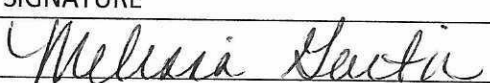
MEETING ADJOURN

MOTION BY	Melissa Gartin
MOTION SECONDED BY	Ben Bailey
VOTING ROLL CALL	
Melissa Gartin	Yes
Ben Bailey	Yes
James Christman	Yes
VOTING RESULTS	YES: 3 NO:

MINUTES PREPARED BY

SIGNATURE	TITLE	DATE
	Fiscal Officer	3/15/2021

ATTESTED BY

SIGNATURE	TITLE	DATE
	BPA Chair	3/15/2021