

ENTITY NAME: Williamsport Bureau of Public Affairs

MINUTES TITLE: BPA

BOARD NAME: BPA

TYPE OF MEETING: Regular

VOTING SESSION: Yes

DATE: 10/12/2020

START TIME: 7:00pm

END TIME: 7:20 pm

MEETING LOCATION: 300 Ballard Ave, Williamsport OH 43164

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	

APPROVAL OF PREVIOUS MINUTES

MOTION TO APPROVE MINUTES OF	9/21/2020
TYPE OF MEETING	Special
MOTION TO APPROVE BY	Melissa Gartin
MOTION TO APPROVE SECONDED BY	Ben Bailey

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	Chair Gartin
DISCUSSION	Mr. Bailey reported that a survey was not completed for the lift station. Chair Gartin advised the easement guidelines are in the easement files. Mayor Elliott stated that Gary Silcott from Stantec is completing the fence drawings. Earnhart Hill will require a road leading to the lift station. The Mayor advised Greg Hatfield would get Charlie Galloway to complete the road. Mr. Bailey will check with Earnhart Hill on how high the fence has to be. Chair Gartin will call about getting an updated quote.

TOPIC	Gas meter replacement
PRESENTED BY	Mayor Elliott
DISCUSSION	Mayor Elliott reported all bad meters have been replaced. The new gas meter proposal has not been received yet. Mayor Elliott advised the Village needs to approve this project if funds are available. Mr. Bitler advised the Village needs to make sure the new receivers can be placed on the radio tower. The Mayor will check on this.

NEW BUSINESS:

TOPIC	Complaints
PRESENTED BY	Chair Gartin
DISCUSSION	Chair Gartin has received several complaints about Ms Parrett being rude. Ms Gartin will talk to her about the complaints.

TOPIC	Website
PRESENTED BY	Fiscal Officer Spangler

DISCUSSION	Ms Spangler advised the website is up. All BPA members are asked to sign up for e-alerts on the website.
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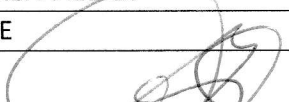
NEXT SCHEDULED MEETING

TYPE OF MEETING	<u>Special</u>
DATE	<u>11/9/2020</u>
TIME	7:00pm
LOCATION	107 Green Street, Williamsport OH 43164
COMMENTS	

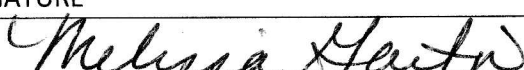
MEETING ADJOURN

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	11/9/2020

ATTESTED BY

SIGNATURE	TITLE	DATE
	BPA Chair	11/9/2020