

## Bowerston Village Council Regular Meeting Tuesday, November 15, 2022

Attendance: Paula, Polly, Melody, Jon, Karen and Juliet. Janeen, Bart, Heidi and Jacquie.

Julie made motion to approve October minutes, Jon seconded, unanimous.  
Julie made motion to approve bills, Polly seconded, unanimous.  
Paula made motion to approve financial report, Julie seconded, unanimous.

### **Loan/Grant Status Reports**

1. Paula advised that there is a meeting this Friday with the EPA to determine if our rates must be increased for their support.
2. Paula reported that she and Bart had met with RCAP and the engineers, priorities are water plant, sewer and then water distribution.

### **Council President's Report**

1. Paula reported she attended the Harrison County Commissioners meeting yesterday regarding Appalachian Grant funding.

### **Mayor's Report**

1. Jacquie inquired as to when Council would like to hold the December meeting to move it out of the week of Christmas so that there will be a quorum, Tuesday December 6th was decided on.

### **Village Administrator's Report**

1. Bart said that he wanted to discuss compensation for people who have been assisting with utility issues. Will be discussed with Jenna.
2. Bart reported that he has spoken with a resident about a meter issue who feels that the removal is unlawful. Will discuss with Jenna.
3. Bart inquired if Council is interested in hiring a part time employee, on an as needed basis. Julie inquired if we are able to get any of the kids through County. Bart to hire as necessary.
4. Bart said that he has spoken with the EPA and they are okay with Hein removing our equipment and filling in with sand, Bowerston will cap the utility lines at our location. Bart would like to have it done by July of 2023.
5. Bart inquired if we can put on the rental agreement that the code/key will not be distributed until the form is received, Jacquie will do this.

### **Utilities Committee Report**

1. Paula reported that the committee recommends putting a payment box in the Village of Leesville for their customers. Karen made motion, Julie seconded, unanimous.
2. Paula reported that the committee recommends reimbursing a utility customer for an overcharge of \$19.60. Julie made motion, Jon seconded, unanimous.
3. Paula reported that the committee recommends discontinuing the additional 15% penalty fee. A discussion took place regarding the matter. Janeen suggested adding an

additional deposit. Julie made a motion to have Jenna remove the additional 15% fee for emergency consideration at the December meeting, Jon seconded the motion, unanimous.

### Utility Administrator

1. Janeen reported 283 Billings in October, 32 shut-off notices, \$885.68 late fees, \$320.00 notice fees.
2. Janeen reported that she has researched a property that we have a billing issue with and discovered that there's a question of ownership. They currently have a large bill and cannot be shutoff. Jenna to advise.
3. Janeen advised that there is a customer with large amount of usage from a leak and she would like to reduce the sewer portion. \$232.25 to \$119.85. Melody made motion to approve, Julie seconded, Paula abstained, all others in favor.
4. Janeen reported that she has 4 assessment fees going to the County Auditor tomorrow.

### Income Tax Administrator's Report

1. Janeen reported that people are making scheduled payments.
2. Paula noted that we want to get the word out about income taxes early again in 2023, Karen will post on the sign.
3. Melody inquired about an informational welcome letter, we will make this a 2023 goal.

### Fiscal Officer's Report

1. Heidi Presented Resolution 2022-16 to amend the revenue budget and appropriations, Paula made motion, Julie second, unanimous by roll call vote.
2. Heidi reported that we are already moving money to make payroll for one person. She wants anything that needs to be in 2023 appropriations to her soon.
3. Personnel Committee to do reviews prior to the December meeting.
4. Heidi said that she would like to see Veterans Day as a paid holiday. Paid holidays to be reviewed in 2023.

### Old Business

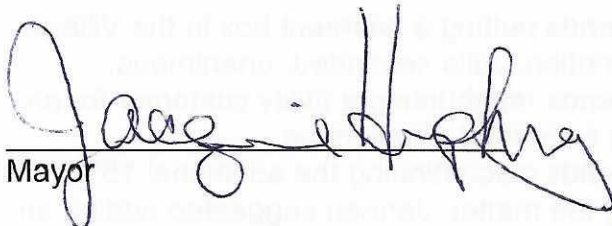
1. None

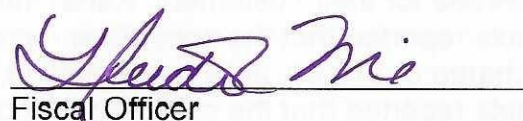
### New Business

1. Karen said that she wanted to thank Melvin Mason for assistance with trimming. Paula reminded Council that waiver's should be signed for all volunteers.

### Adjournment

Paula made motion to adjourn, Julie seconded. 7:05

  
Mayor

  
Fiscal Officer