

Village Of Kirkersville Board of Public Affairs Meeting Minutes
December 30, 2025

OPENING: The meeting was called to order at approximately 7:00 pm and opened with the pledge.

ROLL CALL: Judy Casto, Kathy Rostorfer, and Keith Loughry were present. Also present: Mayor Ashcraft and BPA Clerk Vicki Coe.

APPROVAL OF MINUTES from November 25, 2025: Motion to approve by Keith; 2ND by Kathy; All in favor. Judy noted an error in the minutes later in the meeting. The date at the top says 10/28/25, but should read 11/25/25. The clerk will fix it.

PUBLIC POLL: NONE

SEWER PLANT OPERATOR'S REPORT:

Vicki said Rick had nothing to report. Everything in good shape.

CLERK REPORT:

Unpaid customer balances were assessed to the Licking County Auditor's Office on 12/5/2025. There were 24 accounts totaling \$10,898.00.

APPROVAL OF BILLS FOR NOVEMBER by Keith; 2nd by Kathy; All in favor.

OLD BUSINESS: None

NEW BUSINESS: None

PUBLIC POLL: None

BOARD POLL:

Judy asked the reason why Brian Zets said the decision about Dave White's property was for Council to make and not BPA.

Judy discussed the service calculations in the BPA Regulations and the process for setting those. She said no one comes to the meeting to explain to BPA. She noted the book says 35gpd per seat for a restaurant, at \$23.50, not \$46.00. Kathy asked who determined the increase. Clerk answered Council, that every increase is done by ordinance. Judy also compared her gallons of water usage as reported on the water district bill to her sewer charges. She questioned if revisions to sewer charges are needed now that water usage is

known, whether billing should reflect gallons of water used. She asked why she or Dave pay such an exorbitant amount of a sewer bill when the water usage isn't there, and now we know how much water we are using. Kathy agreed. Keith talked about the differences that exist between water in and sewage out. He said there is a minimum charge.

Judy asked why do we have this Board if everything goes back to Council? Why don't Randy and Rick come to this meeting to explain? Kathy asked can we invite Randy and Rick to come to a meeting to explain to us? Why is Randy going to the Council meeting to talk about the sewer plant and not to us first? The clerk offered that the Board reread the legislation that shows the authorities and purpose of this Board; without restating the law, it's basically to oversee certain things and maybe some of this is not the Board's scope, it's Council's scope. Judy would like to know what other towns do. Keith pointed out the difficulty of charging sewer according to the water bill. Kathy asked can we table this to February.

Judy said the clerk sent a letter to the nursing home owner telling him what he owned, but the Board did not tell her to send that. The Clerk said she was given the calculations by the engineer and sent the letter. Judy said the Engineer told clerk to write the letter and Board didn't find out until after it was sent. She says it seems everyone was gung-ho to keep charging him \$875. The Clerk said it was revised immediately; he never paid it. It was revised that very month. Judy asked then why did Randy tell you to write the letter in the first place. The Clerk answered that was the information Randy had; Mr. White and his attorney provided additional information. Judy said wasn't it stated somewhere at a meeting that the mayor said he thought that he should continue to pay the \$875. The clerk asked, in this meeting? Judy asked why things happen if it's not conducted in a meeting, that the Engineer calls Vicki to write a letter. Why are we here when things like that happen. She wrote an email and we find out after the fact. Keith said they should reread the responsibilities in the Ohio Revised Code because there are things we do vote on, like to buy the pumps. Judy said, to me they should have called an emergency meeting and not waited until 2 or 3 weeks and had the pump down. Keith said the plant was still running efficiently. Judy said, so the Engineer just calls her up and says do this and she does it. Kathy said they have the same question more or less to a certain aspect of it. Judy said we ask questions and we get shut down. If someone wants to come and explain more ins and outs, and who oversees who, and Randy must be her boss then. Clerk said Randy is not my boss; Terry is my boss. Kathy asked did you ever think Randy went to Terry; wouldn't you say he reports to Terry. Clerk said he and Terry speak about all of this; I can't answer for what. Judy said but not in open meetings, because Randy doesn't come to all the meetings, so they do it on the phone then. Clerk said are you

insinuating that the conversations aren't legal because they have conversations between meetings. Judy said they must have had a conversation and Terry must have agreed for the Engineer to tell you to write that letter, because that wasn't in an open meeting. Clerk said I have a job description. I do a lot of things that this Board doesn't approve because I have a job description. I send out bills; you don't tell me every month to send out bills. I receive the payments. There's a lot of things I do that are part of my job description and corresponding with people about their sewer accounts is part of my job description. Judy said ok, that's a good answer but you weren't told to do it at an open public meeting. Clerk said no, it's in my job description. When I was hired, I was told to correspond with people about their stuff. Judy said this is not intended to be an argument and I'm stopping it right there; I'm done.

ADJOURNMENT: Motion by Keith to adjourn; 2nd by Kathy; All in favor; 7:35 PM.

Respectfully submitted by BPA Clerk Vicki Coe. These minutes are unofficial until approved by the Board of Public Affairs. Approved by the Board February 24, 2026.