

Board of Public Affairs Minutes

September 10th, 2019

Mr. Johnson called the BPA Meeting to order at 7:00 PM.

Roll Call: Curt Johnson-present, Nick Rundo-present, Adam Miller-present

Visitors: Jake Neill, Jennell Dahlhausen, Christina Piotrowski, Bridey Matheney, Ann Wiskart, Tiffany Smetana, James Dvorak

Visitors Report:

Nothing to report.

Cashiers Report:

P. Katz 13758 Ford Ln Apt 2 had a broken meter for months now. Ms. Piotrowski has been putting actual readings when it should have been estimated readings. Mr. Katz has been getting estimated readings since May but they would like to abate sewer and water since it was excessively high in August/September bill. Ms. Piotrowski informed Mr. Johnson that the sewer credit back would be \$137.73 and the water would be \$87.13 credit back to Mr. Katz account. The total for the whole abatement would be \$224.86.

Mr. Johnson made a motion to credit Mr. Katz account \$224.86, seconded by Mr. Miller. All in favor. Motion passed.

Ms. Piotrowski wanted to inform the BPA Board that we are moving along with ASYST and waiting to see what the next step is to start Bank drafts and eBilling for the Village of Burton.

Ms. Piotrowski informed the change in the shut of letters with taking out the payment plan form. Ms. Piotrowski insisted on having the customers go on our village website or come into the Village Office.

Ms. Piotrowski mentioned that the door hangers could have a 24-hour notice on them as well to inform the customer that they have 24 hours until their water will be shut off. Ms. Matheney said there isn't a need for that since it is in the BPA Rules and Regulations.

Solicitor Report:

Nothing to report.

Engineer Report:

Mr. Hess council discuss the new school for the water and sewer services and they are holding off on a decision until they talk to Burton Township. Mr. Hess informed that the Goodwin Ave project survey is scheduled for next week.

Clerk/Treasurer:

Mr. Miller moved to approve August 13th, 2019 minutes, seconded by Mr. Rundo. Roll Call: Adam Miller - yes, Nick Rundo – yes, Curt Johnson – yes. Motion passed.

Mr. Johnson moved to pay approved bills, seconded by Mr. Miller. Roll Call: Curt Johnson – yes, Adam Miller – yes, Nick Rundo – yes. Motion passed.

For the 2020 Budget, Mr. Johnson would like to save money for certain pieces of equipment such as backhoe, truck, etc. Ms. Dahlhausen informed Mr. Johnson that they have a Capital Improvement fund that we could set aside money for a piece of equipment that will be needed in the future.

Mr. Johnson make a motion for 2020 budget, seconded by Mr. Miller. Roll Call: Curt Johnson – yes, Adam Miller – yes, Nick Rundo – yes. Motion passed.

Ms. Matheney received an email from T-Mobile where a transition that is going on that proposed term is longer and the rent is lower. Ms. Matheney would like to see BPA and Council approval on T-Mobile. Ms. Matheney wants a proposed amendment or a lease agreement. Ms. Dahlhausen is going to contact T-Mobile and see if there is an amendment or lease they could send to the Village Office.

Operators Report:

Mr. Neill informed the progress on RCAP and let the BPA Board know that they are scheduled for September 19th/20th. Mr. Neill mentioned the asphalt repair 87 East, waiting on quotes, highest quote he got was \$3700.00. Mr. Neill wants the BPA Board to approve the repair that doesn't exceed \$3700.00.

Mr. Johnson made a motion asphalt on 87 best and lowest not to exceed \$3700.00, seconded by Mr. Miller. Roll Call: Curt Johnson – yes, Adam Miller – yes, Nick Rundo – yes. Motion passed.

Mr. Neill has a 3 to 4 hydrant repairs that need to be taken apart and repaired. Mr. Neill found a company that charged \$135.00 per hydrant that takes it apart such as general hydrant inspection and maintenance which is included. Mr. Neill estimated the amount to supply the tool in house which will be \$1500.00.

Mr. Rundo made a motion to approve up to 4 hydrants to be inspected by the company Steamer Cap hydrants for \$135.00 a piece, seconded by Mr. Johnson. Roll Call: Nick Rundo – yes, Curt Johnson – yes, Adam Miller – yes. Motion passed.

Mr. Neill budgeted Lake County Sewer Co for \$17000.00 if they are there for 2, 3, 5 days, Mr. Neill wants to utilize them until he max out at \$17000.00.

Mr. Miller made a motion approve up to \$17000.00 in sewer line televising Lake County Sewer Co, seconded by Mr. Rundo. Roll Call: Adam Miller – yes, Nick Rundo – yes, Curt Johnson – yes. Motion passed.

Mr. Neill informed the BPA Board for Sludge Hauling at the price of \$27675.00.

Mr. Johnson made a motion to pay agrisludge to haul off our sludge to the amount \$27675.00 or less, seconded by Mr. Miller. Roll Call: Curt Johnson – yes, Adam Miller – yes, Nick Rundo – yes. Motion passed.

Mr. Neill informed BPA Board about the lagoon cleaning for the end of year. Mr. Neill informed Mr. Johnson that the \$30000.00 is the quote.

Mr. Miller made a motion pay agrislude lagoon cleaning no more than \$30000.00, seconded by Mr. Rundo. Roll Call: Adam Miller – yes, Nick Rundo – yes, Curt Johnson – yes. Motion passed.

Mr. Neill informed BPA Board the progress of the WWTP.

Old Business:

Mr. Neill checked on the water leak on Elmar, informed Mr. Judd the Utility Department will need to dig it up and see if it is our line or Mr. Judd’s line. Mr. Neill informed about Evergreen

Mr. Neill explained that the two residents are ok with getting the meter change if it doesn’t affect there piping. The other resident doesn’t want the utility department to touch it. Therefore, all three residents will continue to have manual read meters, while Mr. Neill will verify that the meters are still working. Mr. Neill will test those meters yearly. Mr. Rundo suggested for when the old buyer sells their house that the new buyer has disclose paperwork on the piping of their house for when the meter needs to be changed, so it will not fall back on the Village of Burton. Mr. Hess explained that the Village of Burton should consider point of sales. Mr. Hess suggested that BPA Board needs to add it to the BPA Rules and Regulations first, then send out a letter to the homeowners.

Mr. Johnson placed a Resolution 2019-29, amending the Water and Sewer Pipe Standards for the Village of Burton utilities and declaring an emergency, on the second reading. Mr. Johnson moved to waive further readings, seconded by Mr. Rundo. Roll Call: Curt Johnson – yes, Nick Rundo – yes, Adam Miller – yes. Motion passed.

Mr. Johnson moved to adopt, seconded by Mr. Miller. Roll Call: Curt Johnson – yes, Adam Miller – yes, Nick Rundo – yes.

New Business

Nothing to report.

Executive Session

Mr. Johnson made a motion to enter Executive Session at 8:03PM to discuss imminent litigation; seconded by Mr. Rundo. By voice vote, the motion passed.

Adjournment:

Mr. Miller moved to adjourn, seconded by Mr. Johnson. Meeting adjourned at 8:30PM.

BPA Chairman

Clerk

