

BOARD OF PUBLIC AFFAIRS MINUTES

Village of Burton

March 12, 2019

Mr. Johnson called the meeting to order at 7:00 pm.

Pledge of Allegiance

Roll Call: Curt Johnson- present; Adam Miller – present; Nick Rundo – present.

Council Representative: Mayor Joe Hernandez, present

Visitors: Andy Hartman, Lisa Hernandez, Mayor Hernandez, Bridey Matheney, George “Chip” Hess, Jennell Dahlhausen, Duane Sherry

Mr. Johnson invited Mr. Sherry to speak. Mr. Sherry explained that he is owner of That Hawaiian Guy’s BBQ, and is concerned about the high water/sewer bills at the restaurant. Mr. Johnson advised him that the apartments above the restaurant could be causing the issues. Mr. Johnson advised him to keep watch over his meter.

Mr. Sherry will pay \$200 every month on his current water/sewer bill, and will continue to make those payments while keeping current with any future water/sewer bills.

Cashier’s Report

Ms. Hernandez asked for permission to certify to taxes account #4080, for the amount of \$3604.24, plus \$45 for certification fees. The Board approved; Ms. Hernandez will provide the information to Ms. Dahlhausen so she could send out the letter.

Ms. Hernandez reported that there are currently 11 monthly accounts who will be 2 or more payments behind and eligible for shut off, if they do not pay by the due date of March 21. There are 30 quarterly accounts that are currently over the \$500 mark, with 10 of them being businesses or restaurants.

Mr. Johnson thanked Ms. Hernandez for her work as Utility Clerk. Ms. Hernandez said that she could stay in a full time capacity until the end of March, and then part time for the next two weeks, and as needed after that, if the Board wishes.

Solicitor’s Report

Ms. Matheney is working with a representative from AT&T to revise the lease for the cell towers on the water tower.

Ms. Matheney suggested that the Board waive future readings and move to adopt Resolutions 2019 07, Resolution 2019-08, and Resolution 2019-09, because when this happened at the last meeting, it was not a regularly scheduled meeting, but a special meeting.

Mr. Miller made a motion to waive future readings of Resolution 2019-07; seconded by Mr. Rundo. Mr. Miller – yes; Mr. Rundo – yes; Mr. Johnson – yes. The motion passes.

Mr. Miller made a motion to adopt Resolution 2019-07; seconded by Mr. Johnson. Mr. Miller – yes; Mr. Johnson – yes; Mr. Rundo – yes. The Resolution is adopted.

Mr. Miller made a motion to waive future readings of Resolution 2019-08; seconded by Mr. Rundo. Mr. Miller – yes; Mr. Rundo – yes; Mr. Johnson – yes. The motion passes.

Mr. Miller made a motion to adopt Resolution 2019-08; seconded by Mr. Johnson. Mr. Miller – yes; Mr. Johnson – yes; Mr. Rundo – yes. The Resolution is adopted.

Mr. Miller made a motion to waive future readings of Resolution 2019-09; seconded by Mr. Rundo. Mr. Miller – yes; Mr. Rundo – yes; Mr. Johnson – yes. The motion passes.

Mr. Miller made a motion to adopt Resolution 2019-09; seconded by Mr. Johnson. Mr. Miller – yes; Mr. Johnson – yes; Mr. Rundo – yes. The Resolution is adopted.

Engineer's Report

Mr. Hess shared his findings with the group regarding supplying water to the new school. Mr. Hess feels that while the Village can supply water for domestic use for the new school, there is not enough water pressure to provide it to them for fire protection. Mr. Hess supports the idea of creating a loop to supply water to the new school.

Fiscal Officer's Report

Mr. Rundo made a motion to approve the minutes from the February 12, 2019 meeting. Seconded by Mr. Miller. By voice vote, the motion passed.

Mr. Miller made a motion to approve the minutes from the February 26, 2019 Special meeting. Seconded by Mr. Johnson. By voice vote, the motion passed.

Mr. Rundo made a motion to pay approved bills; seconded by Mr. Johnson. By voice vote, the motion passed.

Ms. Dahlhausen reported that the financial reports will be sent out soon.

Ms. Dahlhausen asked if there was any interest in speaking to a different company to manage the lease for the cell tower on the water tower. Mr. Johnson suggested that the company check back next year.

Operator's Report

Mr. Hartman reported that construction on the WWTP expansion is moving along as expected.

Mr. Hartman shared that the EPA has sent back the drawings and a notice regarding approval of the chemical feed system. The Utility Department has collected the water quality samples and sent those results with the current data usage of chemicals to the EPA for their review.

Construction is moving along on the WWTP; the first request for contingency charges have been submitted and Mr. Neill and Arcadis have gone over the charges. Mr. Neill has gone over these charges with Ms. Dahlhausen, as well. There was no objection of the change orders from the Board.

Discussion continues regarding the purchase of a sewer jetter and easement trailer. Mr. Neill provided one quotes from O'Reilly Equipment and a phone quote from Dales Auto. Quotes were also provided for the skid mount sewer jetter.

Mr. Miller suggested that Mr. Neill get two more quotes for the trailer – one from JTI in Oakwood Village; and one from Lazy B in Southington.

A decision on which trailer and jetter to purchase will be made at a later meeting.

Old Business:

Ms. Hernandez reported that the data transfer from UB Max is an active work in progress. UBMax is aware that the Village hopes to use this new software program when readings are done later this week. Ms. Hernandez will contact them for an update.

Discussion turned to what type of material should be used in customer lines, particularly in those that go from the main to the home. It was suggested that the main lines be ductile with copper service to the home/shutoff/curb stop; from that point to the home, it is the homeowner's responsibility, and if they choose to use PVC lines, a tracer wire should be employed.

A sample Bulk Water Sale permit was presented and discussed. A suggestion was made to charge \$15.00 for the first 1,000 gallons and \$.05 for each gallon thereafter.

Discussions are ongoing regarding the Schwendeman driveway at 14050 E. Center Street. Mr. Johnson will attempt to contact Mr. Schwendeman to discuss.

New Business

Mr. Neill would like to ensure that a 48-hour notice is given from residents utilizing a Mayor's Permit, so that proper time can be scheduled for the Utility Department to go out and inspect the site, before any refunds are issued.

The Board plans to meet with Zoning, Streets and Utilities to draft a procedure to be used department wide, due to the fact that multiple areas are affected when a permit is issued in one discipline (zoning permit matters may have a direct impact on road matters or utility matters).

Mr. Johnson and Mr. Neill visited Burton Health Care to discuss materials that were being flushed down toilets and drains, and clogging and damaging utility lines. Mr. Johnson asked Ms. Matheney to draft a letter to Burton Health Care, informing them that if these incidents occur in the future, Burton Health Care will be solely responsible for any repairs that need to be done.

A call came in to the Village Office from a realty agent regarding Ms. Joyce Morgan's home on Fisher Road. While the home is located outside of the Village, Ms. Morgan does have water service from the Village. On a recent visit to the home, a member of the realty team noted that there was water gushing into the basement. Since the water had been turned off at Ms. Morgan's request back in November 2018, Mr. Neill went out to investigate. Mr. Neill found that the water was still turned off to the residence, and witnessed no evidence of water gushing into the basement.

Executive Session:

Mr. Johnson made a motion to enter Executive Session at 8:32 to discuss personnel issues; seconded by Mr. Rundo. By voice vote, the motion passed.

Adjournment:

Mr. Miller made a motion to adjourn; seconded by Mr. Rundo. By voice vote, the motion passed. The meeting adjourned at 8:46 pm.

BPA Chairman

Clerk