

Board of Public Affairs Minutes

February 9th, 2021

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

Roll Call: Curt Johnson, Nick Rundo, Adam Miller

Visitors: Jake Neill, Jennell Dahlhausen, Christina Piotrowski, Bridey Matheney

Visitors Report:

Cashiers Report:

Mr. Rundo made a motion to appoint Mr. Johnson to chairman, seconded by Mr. Miller. By voice vote, motion passed.

Ms. Piotrowski mentioned an inactive account 4429 has a balance of \$43.86 that has not been paid off since January 2019. Mr. Johnson would like Ms. Piotrowski to keep sending the balance that needs to be paid to the previous owner.

Mr. Johnson made a motion to certify account 1525-02 to taxes, seconded by Mr. Miller. Roll Call: Curt Johnson – yes, Adam Miller – yes, Nick Rundo – yes. Motion passed.

Solicitor Report:

Ms. Matheney mentioned Resolution 2021-05 amending section 119 addressing the water meter and how to read the water meters. Ms. Matheney mentioned to the BPA members that four 96-Day readings in a twelve-month calendar with no cost and additional readings will be charged. Mr. Johnson questioned about doing four 96-Day readings in a twelve-month period. Mr. Johnson suggested doing one 96-Day reading with no charge, then the Village of Burton will charge the residents. Mr. Johnson will review Resolution 2021-05 for the next meeting to be approved.

Ms. Matheney mentioned Resolution 2021-06 section 126 BPA Rules and Regulations for advance notice of services.

Mr. Johnson introduced Resolution 2021-06 enacting new section 126 of the rules and regulations of the Village of Burton Board of Public Affairs requiring advance notice requesting village utilities department to perform services and declaring an emergency, on first reading. Mr. Johnson made a motion to waive further readings on Resolution 2021-06, seconded by Mr. Rundo. Roll Call: Curt Johnson – yes, Nick Rundo – yes, Adam Miller – yes. Motion passed.

Mr. Johnson made a motion to move to adopt Resolution 2021-06, seconded by Mr. Miller. Roll Call: Curt Johnson – yes, Adam Miller – yes, Nick Rundo – yes. Motion passed.

Ms. Matheney mentioned Resolution 2021-07 for Point of Sales Inspection in the BPA Rules and Regulations amending the sections.

Mr. Johnson introduced Resolution 2021-07 amending section 125 of the rules and regulations of the Village of Burton Board of Public Affairs requiring a Point of Sale Inspection for all properties and declaring an emergency, on first reading. Mr. Johnson made a motion to waive

further readings on Resolution 2021-07, seconded by Mr. Rundo. Roll Call: Curt Johnson – yes, Nick Rundo – yes, Adam Miller – yes. Motion passed.

Mr. Rundo made a motion to move to adopt Resolution 2021-07, seconded by Mr. Miller. Roll Call: Nick Rundo – yes, Adam Miller – yes, Curt Johnson – yes. Motion passed.

Mr. Johnson introduced a Resolution 2021-08 amending Water and Sewer Pipe Standards for the Village of Burton utilities to include an appendix and declaring an emergency, on first reading. Mr. Rundo made a motion to waive further readings on Resolution 2021-08, seconded by Mr. Miller. Roll Call: Nick Rundo – yes, Adam Miller – yes, Curt Johnson – yes. Motion passed.

Mr. Rundo made a motion to move to adopt Resolution 2021-08, seconded by Mr. Miller. Roll Call: Nick Rundo – yes, Adam Miller – yes, Curt Johnson – yes. Motion passed.

Ms. Matheney mentioned amending the water and sewer pipe standards to adopt an appendix.

Mr. Miller made a motion to add an appendix to the Water and Sewer Pipe Standards for a plan detailed drawings and the detailed drawing from 2 inch through 6inch with a reduced pressure back flow preventer detail plan, seconded by Mr. Rundo. By voice vote, motion passed.

Mr. Neill mentioned for the vertical meter residents, if they could be grandfathered in until there plumbing is changed. Mr. Johnson mentioned that if the meter is vertical it could build up sediment in the meter and not perform properly.

Ms. Matheney mentioned in section 1 that only meters approved by the Village and installed by the Village or its authorized agents shall be permitted to be used with the Village Water System. All meters should be installed horizontally with a shut-off valve installed on each side of the meter. Ms. Matheney mentioned we need to change the “should be” to “shall be” to enforce rule.

Mr. Johnson introduced a Resolution 2021-09 amending section 205 of the rules and regulations of the Village of Burton Board of Public Affairs and declaring an emergency, on first reading. Mr. Johnson made a motion to waive further readings on Resolution 2021-09 except section 1, seconded by Mr. Rundo. Roll Call: Curt Johnson – yes, Nick Rundo – yes, Adam Miller – yes. Motion passed.

Mr. Miller made a motion to move to adopt Resolution 2021-09 except section 1, seconded by Mr. Johnson. Roll Call: Adam Miller – yes, Curt Johnson – yes, Nick Rundo – yes. Motion passed.

Ms. Matheney mentioned that in 2018 Council passed an ordinance to sell bulk water, but BPA had not addressed the procedure for bulk water sales in the BPA rules and regulations. Ms. Piotrowski confirmed that the Bulk Water permit is for a 12-month period and should be renewed annually.

Mr. Johnson introduced a Resolution 2021-10 enacting new section 217 of the rules and regulations of the Village of Burton Board of Public Affairs regarding bulk water sales procedures and declaring an emergency, on first reading. Mr. Rundo made a motion to waive further readings on Resolution 2021-10, seconded by Mr. Miller. Roll Call: Nick Rundo – yes, Adam Miller – yes, Curt Johnson – yes. Motion passed.

Mr. Rundo made a motion to move to adopt Resolution 2021-10, seconded by Mr. Miller. Roll Call: Nick Rundo- yes, Adam Miller- yes, Curt Johnson – yes. Motion passed.

Mr. Neill mentioned if the resident is selling their house in the village and the sale falls through then they do not have to get another Point of Sales Inspection for one year. Mr. Neill suggested the Point of Sale Inspection should be good for one year.

Ms. Piotrowski mentioned to BPA that the insert for billing would be in every billing for the next year. Ms. Dahlhausen suggested every other month and print it on the other side of the water and sewer bill. Mr. Johnson would like Ms. Piotrowski to send out certified letters of the inserts to title companies and realtors in Geauga County.

Engineer Report:

Nothing to report.

Clerk/Treasurer:

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

Mr. Rundo made a motion to approve January 12th, 2021 minutes, seconded by Mr. Johnson. By voice vote, motion passed.

Operators Report:

Mr. Neill informed Mr. Rundo on the update with the filters at the Waste Water Treatment Plant.

Old Business:

New Business:

Adjournment:

BPA Chairman

Clerk