

Board of Public Affairs Minutes

July 13th, 2021

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

Roll Call: Curt Johnson, Nick Rundo, Adam Miller

Visitors: Jake Neill, Christina Piotrowski, Bridey Matheney, George Hess, Jennell Dahlhausen, Ann Wishart

Visitors Report:

Cashiers Report:

Ms. Piotrowski informed BPA about two accounts that would like their late charges abated. The first account is 13830104 that had a misunderstanding with the bank since they froze the residents account due to it being hacked. Ms. Piotrowski has requested to abate only the late charges of \$19.64. Ms. Piotrowski has been having issues with account 1083 since the mail delay in early January. Ms. Piotrowski mentioned for account 1083 have late charges from back in the beginning of the year for no reason. Ms. Piotrowski informed BPA that account 1083 should not be having any late charges, and after this they should have no other issue with their account.

Mr. Johnson made a motion to abate late charges for accounts 1083 and 13830104 with the amount of \$20.46, seconded by Mr. Miller. By voice vote, motion passed.

Solicitor Report:

Nothing to report.

Engineer Report:

Mr. Hess informed BPA that on the Northwest trunk easement surveying that will be starting when the weather permits.

Clerk/Treasurer:

Mr. Rundo made a motion to pay approved bills in the amount of \$252,366.88, seconded by Mr. Miller. By voice vote, motion passed.

Mr. Miller made a motion to approve June 8th, 2021 & July 1, 2021 minutes, seconded by Mr. Johnson. By voice vote, motion passed.

Operators Report:

Mr. Neill mentioned that the plant is working well and EQ is almost full due to the 3 inches of rain from previous weekend. Mr. Johnson would like Ms. Dahlhausen to keep advertising for a position down at the Waste Water Treatment Plant.

Old Business:

Mr. Johnson informed Ms. Matheney about the Point of Sales Inspection issues. Ms. Piotrowski informed Ms. Matheney that the realtors are transferring houses without having the Point of Sale Inspection passing. Ms. Piotrowski informed Ms. Matheney that there has been an issue where

the house is sold and did not complete the Point of Sale Inspection. Mr. Rundo wanted to clarify that houses should be able to transfer, but should have a certain time frame to have the Point of Sales Inspection to be completed. Ms. Piotrowski would like to have a letter sent out to the two residents that have not completed the Point of Sales Inspection and have the Point of Sale Inspection be completed within the 90 days of the house has transferred. Mr. Johnson suggested that if the Point of Sale Inspection does not get completed within the 90 days, then the water should be shut off.

Mr. Neill was concerned about easements that Ms. Matheney was looking into, that she still found no documents on the easements.

Mr. Neill informed BPA that RCAP is slowly in the process of completing the location of our water valves, water boxes and manholes. Mr. Neill will give an update next meeting. Mr. Hess would like Mr. Neill and Mr. Poulson to stake the manholes between Garden St and Spring St before they start surveying next week.

New Business:

Mr. Hess discussed about Preston Kia's new sanitary sewer line, and wrote a letter where Hess Engineering estimated the tap in fee. Mr. Hess suggested we take meter readings for 12 months to adjust the tap in fee if necessary. Mr. Neill would like a meter at the pump station on the water well and on the two-inch sewer line. Mr. Johnson approved of the use of the sewer with two meters and give 18 months' years to get the 8-inch water main across his property. Mr. Neill informed BPA that the amount of grease coming into the sewer plant is still the same from previous months. Mr. Neill informed BPA that Ms. Piotrowski sent out 18 letters to inform businesses around town about their grease traps. Ms. Piotrowski will be sending out reminders for the businesses that need to submit the evidence of cleaning their grease traps over the past year.

Mr. Johnson made a motion to send a letter to Mr. Preston indicating the use of two forms of metering, one on the water and one on the sewer outlet, and required to put in the 8-inch water mains in front of his property and Mr. Sugar on his property on 87 within 18 months, seconded by Mr. Miller. Roll Call: Curt Johnson – yes, Adam Miller – yes, Nick Rundo – yes. Motion passed.

Mr. Neill informed BPA that they will be turning off the water on Goodwin Ave since a house is getting demolished on the American Legion property. Mr. Neill is suggesting to shut the water valve off in the basement, remove the water meter, and crimp the water line from the house. Mr. Neill will eventually be turning off the water from the road, when he has time.

Ms. Piotrowski informed BPA that most of the delinquent residents have paid, and the one shut off from last month is still shut off.

Ms. Wishart had concerned about Mr. Preston's installation of the well that was put in on his new property. Mr. Johnson has mentioned that there is no permit for the well and there is no approval for wells in the Village of Burton under certain circumstances in our BPA Rules and Regulations under Section 208.

Adjournment:

Mr. Miller made a motion to adjourn at 8:05PM, seconded by Mr. Rundo. By voice vote, motion passed.

BPA Chairman

Clerk