

Board of Public Affairs Minutes

August 3rd, 2021

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

Roll Call: Curt Johnson, Nick Rundo, Adam Miller

Visitors: Christina Piotrowski, Bridey Matheney, George Hess, Jennell Dahlhausen, Ann Wishart, Ann Blair, Richard Pirano, Dave Fabig

Visitors Report:

Ms. Blair had to clarify the mistakes in the Maple Leaf that were said about her and wanted clarification on the Point of Sales Inspection process. Ms. Blair wanted the BPA Board to clarify that the transfer will be able to process without having the Point of Sales Inspection application completed. Mr. Johnson clarified that the transfer can go through but the BPA would like the buyer/seller to figure out how the Point of Sale Inspection will proceed to have it pass. Mr. Rundo informed Ms. Blair that there will be a check list for the Point of Sale Inspection to help out the Village residents and realtors. Mr. Pirano suggested to reach out to different municipalities to look at their Point of Sale Inspection process.

Cashiers Report:

Ms. Piotrowski informed BPA about two accounts that would like their late charges abated. Ms. Piotrowski explained for account 4495-01 that their PayPal didn't successfully go through and would like \$15.81 credit to their water and sewer account. Ms. Piotrowski explained for the second account 2512-01 that this resident didn't receive their bill in the mail and would like \$4.49 credited to their water and sewer bill. Mr. Miller asked why we seem to be having charges every month.

Mr. Miller made a motion to abate 4495-01 for \$15.81 and 2512-01 for \$4.49 for the total \$20.30, seconded by Mr. Rundo. By voice vote, motion passed.

Ms. Piotrowski informed BPA that grease traps letters were sent out with our BPA Rules and Regulations and have not heard back from the businesses. The BPA board suggested annual checks for grease traps around the village like they do hydrant flushing twice a year.

Solicitor Report:

Ms. Matheney mentioned that Ms. Dahlhausen found old meeting minutes that mentioned about the easement back in the late 1920's. Mr. Hess will begin surveying the lots and create an easement plaque as they finish surveying the lots on Garden Street. The board is concerned that these easements have not been recorded.

Ms. Matheney revamped the Point of Sale Inspection for the BPA to look over and possibly approve for next meeting. Ms. Matheney mentioned that there needs to be a process to enter the home. Ms. Matheney suggested that there has to be a procedure for an administrative search warrant that led her to redraft the Point of Sale Inspection procedure.

Engineer Report:

Mr. Hess mentioned pump station that was installed in the new Kia detail shop last week. Mr. Hess wanted to make sure everything looks good with the meter installed. Mr. Hess informed BPA that the trunk sewer survey is starting on Garden St.

Clerk/Treasurer:

Mr. Johnson made a motion to pay approved bills in the amount of \$7,774.26, seconded by Mr. Rundo. By voice vote, motion passed.

Mr. Miller made a motion to approve July 13th, 2021 minutes, seconded by Mr. Johnson. By voice vote, motion passed.

Ms. Dahlhausen informed BPA that our audits are starting the week of August 9th, 2021.

Operators Report:

Mr. Johnson mentioned about the Ohio EPA Water and Wastewater Infrastructure Grant program that the Village of Burton can be qualified for and would like Ms. Piotrowski to send over to Mr. Hess the requirements for the grant.

Old Business:

New Business:

Adjournment:

Mr. Miller made a motion to adjourn at 7:51PM, seconded by Mr. Johnson. By voice vote, motion passed.

BPA Chairman

Clerk