

**Board of Public Affairs Minutes**  
**April 12<sup>th</sup>, 2022**

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

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

**Visitors:** Jennell Dahlhausen, Jake Neill, Chip Hess, Bridey Matheney, Bonnie Richards, Christina Piotrowski, Ann Wishart.

**Visitors Report:**

Nothing to report.

**Cashiers Report:**

Nothing to report.

**Solicitors Report:**

Ms. Matheney had no report.

**Engineers Report:**

Mr. Hess will begin surveying Dean Ct in the next couple weeks. Mr. Neill mentioned RCAP GIS mapping on file to help Mr. Hess with the surveying. Mr. Neill would like BPA to grant GIS RCAP mapping to Mr. Hess. Mr. Hess mentioned the Dean Ct surveying will be done in a couple weeks and the bidding should be done by June or July of 2022.

Mr. Rundo made a motion to release GIS GPS Data with the Hess Engineering Agency for the Village of Burton, seconded Mr. Miller. By voice vote, motion passed.

**Clerk/Treasurer Report:**

Mr. Miller made a motion to approve March 8<sup>th</sup>, 2022 meeting minutes, seconded by Mr. Johnson. By voice vote, motion passed.

Mr. Johnson made a motion to approve April 6<sup>th</sup>, 2022 special meeting minutes, seconded by Mr. Rundo. By voice vote, motion passed.

Mr. Rundo made the motion to pay approved bills in the amount of \$19,980.32, seconded by Mr. Miller. By voice vote, motion passed.

**Operators Report:**

Mr. Neill informed BPA that sludge hauling is going up 46% starting the Beginning of May. Mr. Neill informed BPA the company that the water/sewer department use for sludge hauling has not raised their rates in 8 years. Mr. Neill will be trying to haul as much sludge this month before the

rates go up on May 4<sup>th</sup>, 2022. Mr. Neill gave an update on the rain that happened on the previous night that filled up 1 EQ tank.

### **Old Business:**

Mr. Hess gave an update on the sewer easement from the North West trunk sewer. Mr. Hess would like to prepare a letter to the residents on the North side, and have the original copy at the Village office for residents to sign and agree to North West sewer easement. Mr. Rundo suggested to go to each resident's home and explain to the homeowners about the sewer easement. Mr. Neill suggested to write the residents a letter and have the homeowners come to a BPA meeting to understand what the sewer easements entails.

Mr. Hess suggested after the North West sewer easement is completed, Mr. Hess would like to look at sewer maps with Mr. Neill to prioritize which area around town needs to have an easement. Mr. Neill mentioned there are 7 areas in the Village of Burton that need easements to be documented. Mr. Hess will bring a sewer map to the next BPA meeting to look over sewer lines and determine where to start the next process for easements in the Village.

Ms. Matheney updated BPA about the easement for Berkshire Schools. Ms. Matheney has been in contact with Ohio DAS (Partner in Administrative Services) asked by Kent State to prepare an easement in September 2021. Ms. Matheney looked at the proposed easement and informed BPA there was a lot of unnecessary requests. The requests were taxes, assessments, and insurance that would not be necessary for the Berkshire School easement. Ms. Matheney sent back the easement to have it revised, since their requests were not necessary. Ms. Dahlhausen mentioned that the line was dedicated for the Village of Burton and provide to the schools and Village residents.

Ms. Dahlhausen suggested for three unbilled accounts that they should be charged the Minimum plus the usage. The unbilled accounts amounted to \$5,181.67. According to Ms. Dahlhausen suggestion the unbilled account will net \$3,198.25. Mr. Johnson suggested that we need to be more careful in the future to ensure that we avoid having unbilled accounts.

Mr. Johnson made a motion to charge the individuals one current monthly minimum and usage above that 3000 gallons at the current rate with no late fees, seconded by Mr. Miller. Roll Call: Curt Johnson – yes, Adam Miller – yes, Nick Rundo – yes. Motion passed.

### **New Business:**

#### **Centerra CO-OP Request:**

Ms. Dahlhausen mentioned Centerra usage has been high for a while now, and asked Mr. Poulson to go check the meter and inform the staff that there is a leak. Centerra has requested to abate all the sewer charges and abating the sewer late charges.

Mr. Johnson made a motion to abate Centerra CO-OP sewer and late charges in the amount of \$9,436.60, seconded by Mr. Miller. Roll Call: Curt Johnson – yes, Adam Miller – yes, Nick Rundo – yes. Motion passed.

### **POS Shannon Ct**

Mr. Neill informed BPA that they cannot locate the shut off valves on Shannon Ct because the drawings were changed during construction or were never updated for our Utility Department to file. Ms. Piotrowski informed BPA the new homeowner for 14747 Shannon Ct will proceed with the Point of Sale when homeowners are ready to sell the condo.

### **Lake County Sewer Co, Inc**

Mr. Neill informed BPA Lake County Sewer Co., Inc that will be doing manhole sewer televising on Spring St on the South side. Mr. Neill mentioned there were blockage and tree roots in that sewer main. Mr. Neill informed BPA this Lake County Sewer Co., Inc is budgeted every year for \$17,000.00.

Mr. Rundo made a motion to approve the work for Lake County Sewer Co., Inc to not exceed \$17,000, seconded by Mr. Johnson. By voice vote, motion passed.

### **Ohio CAT**

Mr. Neill had concerns about the quote that OhioCAT gave Mr. Neill for annual service. Mr. Miller recommended to do the coolant and PM-2 Annual. Mr. Neill will have updated quotes for the next BPA meeting.

### **Water Plant –Workman Industrial Services, Inc and Buckeye Pump Inc.**

Mr. Neill informed BPA Workman Industrial Services is for the flow meter for the 8 inch well line at the water plant. Mr. Neill requested from Workman Industrial Services, Inc to use stainless steel hardware instead of steel hardware for the repair. Mr. Neill informed BPA this repair includes removing and disposing of the existing WTP flow meter, install a new village-furnished Rosemount magnetic flow meter, using a new DIP pipe, gasket, and stainless steel hardware.

Mr. Johnson made a motion to use Workman Industrial Services, Inc to install the new meter in the 8-inch ductile iron pipe at a cost of \$3,610, seconded by Mr. Rundo. By voice vote, motion passed.

Mr. Neill informed BPA the high service pump that pumps to the water tower has sprung a leak. Mr. Neill informed BPA the pump has not been pulled since 1990 and Mr. Neill would like Buckeye Pump Inc to pull the pump out, take it apart, and evaluate the pump at the cost of \$3,500.

Mr. Rundo made a motion to request an inspection from Buckeye Pumps Inc for \$3500, seconded by Mr. Miller. By voice vote, motion passed.

### **Ownership of Sewer Line Beyond Village Limits North of the Village**

Mr. Neill informed BPA that Geauga County Water Resources would like the Village to take ownership of the sewer line on the North side of village. Mr. Rundo is concerned about the expenses with adding this portion of the sewer line in the Village. Ms. Dahlhausen suggested that the village should handle future billing for the sewer and have Geauga CWR maintain the sewer line. Mr. Neill requested Geauga County Water Resources to camera the sewer line and buried manholes.

Mr. Rundo moved to adjourn and Mr. Miller seconded. Meeting adjourned at 8:48PM.

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BPA President

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Clerk