

**Board of Public Affairs Minutes**  
**November 8, 2022**

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

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

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

**Visitors Report:**

Nothing to report.

**Cashiers Report:**

Ms. Piotrowski informed BPA about the charges that were incorrect on the new Berkshire School account and needed to be corrected. Ms. Piotrowski explained there are two accounts for the new school, one that is high meter and a low meter. The Berkshire Schools were getting charge the normal rate and not the extra charge for being outside the village and using the village's services. Ms. Piotrowski did add to account 1003A/1003 the FSS (Fire Sprinkler System).

Mr. Neill explained to BPA about the previous charges before the school moved into the township and why they were getting charged differently now. Mr. Neill explained since the Berkshire Schools are out of the village the rate for their services are different. Mr. Neill clarified that the FSS needs to be on one account not on both accounts.

Ms. Dahlhausen suggested the amount that will be credited back to the accounts for Berkshire Schools could be used for deposit and review fees which includes attorney fees, waterline easement, and engineer fees that have not been paid by Berkshire Schools. Mr. Johnson suggested to deduct the amount they owe the village from the credit and whatever the amount is left could be credited back onto Berkshire Schools account.

Mr. Rundo informed Ms. Matheney that the easement is on hold until there has been a meeting with a board member and superintendent from Berkshire Schools. Ms. Mantheney informed Mr. Johnson that the waterline easement should not include the village only Kent State and Berkshire Schools should be involved in the easement.

**Solicitors Report:**

Ms. Matheney gave the BPA a memo about shared lines in Willoughby and Eastlake rules and regulations. Mr. Rundo suggested when a resident gets a point of sale inspection and has shared lines they will be required to have them separated for the point of sale to pass. Mr. Neill suggested an easement with the two homeowners requesting if the service line needs repaired,

the homeowners are responsible to fix that shared line. Mr. Rundo suggested if there is a repair, the homeowners have 12 months to have it repaired to meet current regulations.

### **Engineers Report:**

Mr. Hess gave an update to BPA regarding the apron on East Center St that will be getting tie in from Dragan Sugar. Mr. Hess had a concern about the manhole that is in a resident's driveway apron that may cause conflict with the owner and the village. Mr. Rundo explained his concern that the sidewalk and apron were previously done poorly. Mr. Hess mentioned Vinecourt Company would be digging up the manhole for Mr. Sugar's sewer tie in. This gives the village an opportunity to take out a low spot, and to fix the sidewalk, the apron and water valve.

Mr. Johnson requested Mr. Hess to contact Ronyak paving to take down all the construction signs around the village since the paving is complete. Mr. Rundo reminded Mr. Hess to check with ODOT on when the repair for the curb on Hickox and East Center will be repaired. Mr. Johnson mentioned the repair on North Cheshire St by Cook St was done, and Mr. Hess was in contact with Mr. Smigelski about the repair after it was completed.

### **Clerk/Treasurer Report:**

Mr. Miller made a motion to approve October 11, 2022 joint BPA/Council minutes, seconded by Mr. Johnson. By voice vote, motion passed.

Mr. Rundo made the motion to pay approved bills in the amount of \$30,753.17, seconded by Mr. Miller. By voice vote, motion passed.

Ms. Dahlhausen mentioned this Resolution 2022-31 is regarding the 9% increase and recommends the BPA look at the 5-year plan for water and sewer.

Mr. Johnson read Resolution 2022-31 amending sections 201 & 202 of Rules and Regulations of the Village of Burton Board of Public Affairs and putting it on first reading.

Ms. Piotrowski will be informing residents through the next billing, newsletter, and email about the pending water and sewer rate increase. Ms. Dahlhausen reminded Board of Public Affairs that the water rates are approved through BPA and sewer rates are approved through Council.

### **Operators Report:**

Mr. Neill gave an update on the filters that are being repaired.

### **Old Business:**

#### **Meter Pit/Former Berkshire Football Field:**

Mr. Neill informed BPA that he has talked to his representative about the meter pits. He will wait until next Spring and have the owner of the property purchase the meter pit. Mr. Neill informed

BPA the former Berkshire football field has a meter pit but the valve to shut it off is in the meter pit. Mr. Neill will need to remove the shut off valve from the meter pit and put it outside the pit.

**Mary Lambert Easement:**

Ms. Matheney clarified that Ms. Lambert needs to provide the easement documents, not the village. Mr. Tiber informed BPA that at the meeting Ms. Lambert attended for BPA that Ms. Lambert would provide the easements for the Board of Public Affairs.

**Berkshire School Easement:**

Mr. Rundo informed BPA that there has not been a meeting with Superintendent Stoddard or Mr. Manfredi to discuss the waterline easement. Mr. Rundo mentioned if they do not meet by the beginning of 2023, then Mr. Rundo would send out a letter regarding the waterline easement for Berkshire Schools.

**New Business:**

Mr. Johnson made a motion to accept Adam Millers resignation letter effective as of November 10, 2022, seconded by Mr. Rundo. By voice vote, motion passed.

**Adjourn:**

Mr. Johnson moved to adjourn and Mr. Miller seconded. Meeting adjourned at 8:18PM.

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BPA Chairman

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Clerk