

Board of Public Affairs Minutes
March 6, 2023

Mr. Johnson called the BPA Meeting to order at 2:00PM.

Roll Call: Curt Johnson-present, Bill Pinkava-present, Nick Rundo-absent

Visitors: Jennell Dahlhausen, Lynn Biegacki, Jake Neill, Chip Hess, Todd Hicks, Ann Wishart, Charles Tiber

Visitors Report:

Nothing to report.

Cashiers Report:

Ms. Dahlhausen stated she noticed a few accounts that were finalized that are unpaid. One account is on the shutoff list because it is a rental. The rental owner and new tenant have been contacted. The other two are unpaid from the summer of 2022 and another account from 2021. Both of these properties have changed ownership. After discussion, the Board advised that we find out who the title companies are and try to seek reimbursement from them before we move further.

Solicitors Report:

Mr. Johnson placed on third reading Resolution 2023-01 amending section 122 of the Rules and Regulations of the Village of Burton Board of Public Affairs and declaring an emergency.

Mr. Johnson placed on third reading Resolution 2023-02 amending section 125 of the Rules and Regulations of the Village of Burton Board of Public Affairs requiring a Point of Sale Inspection by the Village of Burton to address shared sewer lateral lines or share water service lines on a property.

Mr. Pinkava moved to table Resolutions 2023-01 and 2023-02, seconded by Mr. Johnson. By voice vote, all Board members agreed.

Engineers Report:

Mr. Hess informed the Board of the additional tree removals and contracts that would be involved if they don't bore the waterline on the easement between the properties on East Center Street and Dean Court when replacing the waterline. He said the additional contracts would be needed by property owners since the easement isn't large enough to fit equipment and provide for the digging. The current company that can bore the line said ductile iron connections is out of stock for 2023 but this would be a good spot to allow for PVC pipe to be installed since there is only one connection on this portion of the waterline. The Board and Operator agreed to the PVC option.

Clerk/Treasurer Report:

Mr. Johnson moved to approve the February 13, 2023 meeting minutes, seconded by Mr. Pinkava. By voice vote, all Board members agreed.

Mr. Johnson moved to pay approved bills in the amount of \$14,142.47, seconded by Mr. Pinkava. By voice vote, all Board members agreed.

Ms. Dahlhausen requested a \$1,000.00 biweekly stipend for a two month period, as requested last year while she was filling in for the Deputy Administrative Assistant position. This was approved for Council's portion at the last meeting and they agreed to allow for the stipend for an additional month while she is providing training for the new position. Mr. Pinkava moved to allow for the BPA portion of a \$1,000.00 biweekly stipend for a period of two months for filling in for the Deputy Administrative Assistant position and for training, seconded by Mr. Johnson. By voice vote, all Board members agreed.

Operators Report:

Discussion was held on having Mr. Hess provide plans for a 40x60 storage garage on village property for the Utilities Department. The proposed location for the building will be on village property. Mr. Hess will put together some information for a new building, which will most likely have to go to bid.

Old Business:

Discussion was held on the Aqua Filters issue. There is an additional company the village is going to check with for more details on the material and application, and we are still waiting to hear back from Aqua Filters and the manufacturer if they will provide a 30 year guarantee.

Mr. Neill is in the process of filing the NPDES renewal permit. He is hopeful everything is in order and they wont request any additional modifications of the plant.

Mr. Neill would like to order pit meters and materials from Core & Main in the amount of \$2,128.00 for future meter pits at Centerra and the location of the previous Fat Daddy/Belles restaurants. Mr. Johnson moved to purchase meter pits and materials in the amount of \$2,200.00 from Core & Main, seconded by Mr. Pinkava.

New Business:

Mr. Pinkava moved to hire Ms. Lynn Biegacki as the Deputy Administrative Assistant, seconded by Mr. Johnson. By voice vote, all Board members agreed.

Mr. Neill and Ms. Dahlhausen discussed a large leak at a residence on Dean Court. The owner was contacted and didn't show much concern with the leak but said he would look into it. This house is vacant and uses around 100 gallons monthly at the most. The last bill was just over \$2,000.00 and no one contacted the office to question anything or update us. The Utilities Department read the meter last week and in a two week period, another 30,000 gallons was used. Ms. Dahlhausen reminded the Board that if a house is

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vacant, the owner should request the water be shut off per the BPA Rules & Regulations. The Board agreed the best option is to shut off water to this property.

Mr. Pinkava moved to adjourn and Mr. Johnson seconded. By voice vote, all Board members agreed.

Meeting adjourned at 3:03PM.

BPA President

Clerk