

**Board of Public Affairs Minutes**  
**April 7, 2023**

Mr. Johnson called the BPA Meeting to order at 1:30PM.

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

**Visitors:** Jennell Dahlhausen, Lynn Biegacki, Jake Neill, Chip Hess, Bridey Matheney, Charles Tiber

**Visitors Report:**

Nothing to report.

**Cashiers Report:**

Ms. Biegacki received a request for a reduction of fees from a resident that had their water turned on and off. They felt the \$150 fee was excessive and would like it reduced. After much discussion, the new process to turn off water is to fill a form out that needs signed and fees paid before the service is completed. If it is an emergency, the resident can sign the form at their property. Mr. Rundo moved to not allow for a reduction in the turn on/off fee, seconded by Mr. Johnson. By voice vote, all Board members agreed.

Ms. Biegacki stated ODOT misplaced their bills last month and noticed when they got the new bills. They are requesting abatement of penalties and have paid on time in the past. Mr. Rundo moved to abate \$78.20 from account 3665 and \$36.53 from account 3670, seconded by Mr. Pinkava. By voice vote, all Board members agreed.

An update was provided on the delinquent final bills from last summer. The new owner at one of the properties stated they would pay the fee if they couldn't find resolution from the title company. The other homeowner had the title company contact us, who stated there is no longer escrow funds available. Ms. Richards stated if it is written in the sellers contract that utility fees are held to be paid, then the responsibility wouldn't fall on the title company.

**Solicitors Report:**

Ms. Matheney had nothing to report.

**Engineers Report:**

Mr. Hess was not available to report.

**Clerk/Treasurer Report:**

Mr. Johnson moved to approve the March 6, 2023 meeting minutes, seconded by Mr. Pinkava. By voice vote, all Board members agreed.

Mr. Johnson moved to pay approved bills, seconded by Mr. Pinkava. By voice vote, all Board members agreed.

**Operators Report:**

Mr. Neill provided two quotes for skimming the pit at the waste water plant. He requested that BPA approve the best and lowest quote with the extras that are provided in the quotes in the case they are needed to be completed. Mr. Pinkava moved to approve the best and lowest quote as determined by the Utilities Supervisor for up to \$5,400.00 for the pit skimming, seconded by Mr. Johnson. By voice vote, all Board members agreed.

**Old Business:**

Ms. Matheney recommended to add the resolutions that were tabled at the previous meeting to the next agenda for discussion.

Mr. Rundo addressed concerns with the ongoing filter issue at the WWTP. Aqua Filters denied the 30 year guarantee for the coating on the tank, but BPA would like to move forward with the coating as long as it is applied properly as discussed at previous meetings.

Mr. Neill stated EPA is holding the NPDES renewal permit open and waiting for public comment for about a month before it is approved.

Mr. Neill drafted a letter for the meter pit materials and installation by the Utilities Department. After some changes were suggested, Mr. Neill was directed to send the letter with the understanding that it will need paid in full before the installation is scheduled.

**New Business:**

Mr. Rundo stated that Mr. Benny Pilarczyk at the Utilities Department decided to get his Wastewater 3 license and is requesting to receive the pay listed for a Class 3 license on the pay scale. Mr. Johnson moved to recommend to Council to increase Mr. Pilarczyk's pay to the Class 3 pay rate, seconded by Mr. Pinkava. By voice vote, all Board members agreed.

Mr. Johnson moved to adjourn and Mr. Rundo seconded. By voice vote, all Board members agreed. Meeting adjourned at 3:20PM.

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BPA President

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Clerk