

Village of Burton
Meeting Minutes for Tuesday
December 12, 2023
7:00pm

Mr. Rundo called the meeting to order.

Roll Call: Mr. Nick Rundo, Mr. William Pinkava, Mr. Curt Johnson

Pledge of Allegiance

Recognition of Visitors: Mr. Tiber, Jake Neill, Miss. Dahlhausen,

Mr. Rundo brought up the Cashiers Report. Mrs. Biegacki is not present for the meeting today. She left packets for the Board to review the meeting minutes for November 14, 2023. Mr. Pinkava made a motion to approve the minutes for November 14, 2023, which was seconded by Mr. Johnson. By voice vote, the motion was passed.

Mr. Rundo brought forward the account for resident 1245-02. Mrs. Biegacki included in the packets a "letter of intent" from JFS (Job and Family Services) to assist the resident with payment of water/sewer bill, excluding trash. This program consists of a one-time annual payment of \$1500.00 per client. This program will end March 31, 2024. Mr. Rundo has made a mention to table this discussion until Mrs. Biegacki has returned.

Mr. Rundo directed his attention to the Solicitor, Mrs. Matheney to revisit the Resolutions – Amendment of section 122 OF THE RULES AND REGULATIONS OF THE VILLAGE OF BURTON BOARD OF PUBLIC AFFAIRS AND DECLARING AN EMERGENCY & Amendment of 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 SHARED WATER SERVICE LINES ON A PROPERTY. Mrs. Matheney stated revisions had been made, which recommend a shared "maintenance agreement" which will be recorded. Section 122 deals with shared lines in general, joint liability between two (2) owners. Section 125 is an agreement that must be put into place between neighbors which will show they are the ones responsible for the maintenance and costs associated with repairs and/or corrections. Mr. Neill stated that there are a handful of these shared lines around the Village, one for certain on Hickox. Mr. Pinkava stated the residents of the Village should not be blindsided by the costs associated with repair if this happened. Mr. Rundo would like to know if they should "force to correct" or have this be a "Civil issue". The Point-of-Sale inspection should expose this information to the buyer and/or seller if a repair is needed to the existing line. Mrs. Matheney wanted to bring up the verbiage of the Point-of-Sale inspection that is in circulation now. Mrs. Matheney stated the way the Point-of-Sale was drafted is as follows: If the shared line is malfunctioning, then the owners of the premises need to remove that

malfunctioning part and install the separate line(s) unless they already have an agreement in place on who is going to repair and pay for what. Mrs. Matheney would like to have a set procedure for everyone who has shared lines. Mr. Johnson stated it is a crucial point in the agreement that buyers/sellers are aware of the shared line information and associated costs in the event something happens to their property. Mr. Johnson has also stated that the "shared lines" will create an issue regardless of costs. Mr. Rundo would like to have this settled this evening with a conclusion to the "shared line" problem. Mr. Pinkava has made a motion to "not" change anything but clean up some language in the sections. Mr. Johnson has asked, between Section 122 and Section 125, is one of the sections acceptable? Mr. Johnson then asked about Section 125, and if that Section could/should be accepted? The board determined it states the same wording as Section 122. Mr. Neill stated that it is an issue with the "shared lines" in the Village. Mr. Johnson asked Mrs. Matheney if there is a possibility of cleaning up the wording in both sections. Mr. Rundo stated there is one **(1) vote for a mandatory correction** on malfunctioning shared line(s)– which Mr. Rundo voted for. Mr. Rundo stated that there were two **(2) votes for a non-mandatory correction** on malfunctioning shared line(s), which was voted for by Mr. Johnson and Mr. Pinkava. Mrs. Matheney has stated she would change the verbiage for the "seller" of the house to "repair, replace or put in your own line", one of three options. Mrs. Matheney will re-vamp the wording in both Resolutions for the next meeting in January 2024.

Mr. Rundo moved to Mr. Hess for the Engineers report. Mr. Hess stated that the Dean Court water line project was authorized and will be rebid in January 2024. All funds will need to be used by the end of 2024. Mr. Hess attended a zoom meeting for infrastructure grants. Mr. Hess stated the applications for the Carlton Street project will need to be in by January 17th, 2024. The Village of Burton will need to pay the Engineering costs associated with the same. This application must be submitted at that time if the Village of Burton would like Carlton Street repaved, and the grant has been awarded to us. Mr. Neill stated Carlton Street will be an issue because of all the different sized lines on that street. South Cheshire for example has 4" lines, Huff has 4" lines, 1 line has already failed, per Mr. Neill no hydrant is allowed on a 4" line, and cannot be replaced, Spring Street is a 4" line down to 2" because of corrosion. Mr. Neill stated all 4" lines need to be replaced. Mr. Rundo asked which project they want to concentrate on in 2024. Mr. Neill stated he believes Spring Street would be the right pick. Mr. Rundo stated Spring Street will be the focus for the corrections.

Mr. Johnson asked Mrs. Dahlhausen about the Village bills for December which need to be paid. Mr. Johnson has made a motion to pay the approved bills in the amount of \$28,873.63 which was seconded by Mr. Pinkava. All in favor – Aye. By voice vote motion passed. Mr. Johnson has made a motion to open blanket POs for 2024, which has been seconded by Mr. Pinkava. All in favor – Aye – By voice vote, motion passed. Mr. Rundo made a motion to pay routine bills – whether it would be an electric bill or trash bill for December 2023. Mr. Johnson seconded the motion. All in favor – Aye. By voice vote, motion passed.

Mr. Rundo asked Mr. Neill if there were any other issues he would like to discuss before the meeting was adjourned. Mr. Neill stated both himself, Mr. Pinkava and Mr. Johnson attended an online seminar on rate structure. Mr. Neill stated it is imperative that our information is 100% correct, as well as audit our entire Village. Mr. Johnson stated the rate study will also look at the affordability per household in the Village of Burton. Mr. Pinkava stated it is less than 2% of our revenue to conduct this rate study. Mr. Pinkava also reiterated if a cost-effective measure wants to be taken, the Village could conduct the sewer study only. Mr. Rundo made a motion to approve payment in the amount of \$19,440.00 to RCAP for the water and sewer rate study, in 2024. Payment for the rate study is not to exceed \$20,000.00, which was seconded by Mr. Johnson. By voice vote motion passed.

Mr. Johnson moved to nominate Mr. Pinkava for the 2024 Chairperson of the BPA Board which has been seconded by Mr. Rundo. By voice vote motion passed.

Mr. Rundo made a motion to adjourn, so moved by Mr. Johnson.

Meeting adjourned at 8:40pm.