

**Board of Public Affairs**

**July 11, 2023**

**Meeting minutes**

Mr. Rundo made request to start the meeting at 7:00pm.

**Roll call:** Mr. Pinkava – present, Mr. Johnson – Present – Mr. Rundo – Present

**Pledge of Allegiance**

**Recognition of Visitors:** Ann Weishert, Charles Tiber, Jake Neill, Chip Hess, Jennell Dahlhausen, Bonnie Richards, Bridey Matheny, Lynn Biegacki, Dan Gutmann

Mr. Rundo welcomed resident, Mr. Dan Gutmann to the meeting. Mr. Gutmann stated he purchased a lot on Colony Lane, parcel # 04-000800, and wanted clarification if a sewer tie-in is required. Mr. Gutmann would like a cost-effective measure with a Septic System in lieu of Sewer. Mr. Rundo made mention that a sewer tie-in is required within the Village if the lines are available to him. Mr. Johnson reiterated, since the sewer line is available, he will need to tie into the piping system. The Solicitor confirmed through the rules and regulations under section #301A – “if a sewer line is available in the Village, no Septic system shall be used” which went into effect in 1979.

**Cashiers Report:**

Mrs. Biegacki stated The Village of Burton water supply CCR reports were mailed to all Village residents via USPS. The CCR report has been pinned on bulletin boards around the Village, and is visually available for residents, and for the public’s information/knowledge.

Mrs. Biegacki advised BPA the Point-of-Sale Inspection form was updated to reflect an area for the homeowner to fill in “Title Co” information. Mr. Johnson and Mr. Pinkava would like the word “Representative” to be included in the new updated form. Mr. Johnson made a motion for the Point-of-Sale form to also include “Representative OR Title Company” as the new updated version. Mr. Pinkava seconded the motion. By voice vote motion has passed

**Clerks report:**

Mr. Johnson made a motion to approve the bills totaling \$241,723.25. Mr. Pinkava seconded the motion. Motion for approval of bills passed totaling \$241,723.25.

**Solicitor:**

Mrs. Matheny brought forward in section 122 of the Rules and Regulations that an amendment to the Maintenance and Repair of the owner service line has been updated. Such amendment will be discussed at a Fall BPA meeting. Mr. Rundo made a motion for a continuation of both resolutions that have been tabled (122 & 125) for a later date.

Mr. Pinkava made a motion to approve the minutes from June 13, 2023, which was seconded by Mr. Johnson.

**Engineers Report:**

Mr. Hess mentioned they took bids for the Dean Court water line project. Mr. Hess stated he has received a bid of \$374,000.00 for the waterline project. Mr. Hess is requesting to rebid the Dean Court waterline project at the end of December 2023, into the first of the new year, January 2024.

Mr. Hess said that he spoke with local contractors who specialize in this line of "pipe" work, and confirmed the companies are very busy. Mr. Johnson made a motion to "not" accept the bid on the Dean Court waterline project, seconded by Mr. Rundo. Mr. Hess will then advertise in December 2023, and rebid the project in January 2024.

**Utilities Department:**

Mr. Neill has confirmed there are three trees that are located at the Wastewater Treatment Plant. The three trees need to be removed and stumps ground before they cause damage to the Village's equipment. Mr. Neill has made a call to a tree removal company and is waiting for them to call and give him a time, date, and dollar amount.

Mr. Neill stated he met with a gentleman regarding new man doors – new siding for the water treatment plant and roof, and Well house. Once the quote has been issued to Jake, he will bring this to the Boards attention at the August meeting.

Mr. Neill stated he received a phone call from the owner of the vacant property where Bells Restaurant once stood. The owner is requesting a meter pit on lot. Mr. Neill has tried three times to reach the owner, via phone, and has had no response. Mr. Neill will make one more attempt to reach the owner to discuss the installation and answer any questions he may have. Mr. Rundo made mention of the two issues that need to be addressed regarding this vacant property. There is a trash trap in the back parking lot which needs to be addressed as well as a sewer pipe. Mr. Neill reported there has been no issue in that area since the pipe has been snaked out and cleaned. This issue will be addressed in the August Board of Public Affairs 2023 meeting.

Mr. Pinkava stated that Buzzards have been roosting on top of the water tower, which will in turn cause problems with and to the tank. Mr. Pinkava would like to know if there is a way to discourage the birds from roosting.

T-Mobile will be working on the towers.

Mr. Neill stated quotes have been coming in for the new security systems which will be located at the Wastewater Treatment Plant, Water Treatment Plant, as well as the Village of Burton's Well.

Mr. Neill stated he has not heard back from Aqua-Aerobics regarding the repair/replacement filter. Mr. Rundo mentioned a letter should be written to Aqua-Aerobics concerning the maintenance repair of the filter. Mrs. Biegacki proceeded to draft the letter in the BPA meeting for review by the Board of Public Affairs. Mr. Johnson and Mr. Pinkava would like to reiterate to Aqua that the Great Geauga County Fair is right around the corner, and request the repair be completed before the opening day in August 2023. Mrs. Biegacki will send this letter via email as well as certified mail.

**New Business:**

Mr. Neill stated he would like to speak with the owner of the new Ice Cream Shop which is in +the center of Burton. There are no permits filed in the Village for signage, grease traps or back flow prevention. Mr. Neill will contact the Health Department for more information and confirm the grease trap is operable. Mr. Neill will also reach out to make certain the proper permits are in place for the business.

Mr, Rundo made a motion to adjourn the meeting at 8:10pm.

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BPA PRESIDENT

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DEPUTY CLERK

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DATE