

BPA MEETING MINUTES

MARCH 13, 2024

Mr. Pinkava called the meeting to order at 7:00pm

Roll Call: Mr. William Pinkava-present – Mr. Curt Johnson-present. Mr. Nick Rundo-present

Pledge of Allegiance

Recognition of Visitors: Charles Tiber / Karen Leonard / Janet Jacques / Nick Tromba/Bridey Matheney/Lynn M. Arnold

Mrs. Leonard came before the BPA Board to discuss the sewer bill(s), and why they have doubled. Mrs. Arnold explained to Mrs. Leonard there was a billing software error when the rates changed in January 2024. Mrs. Arnold advised Mrs. Leonard that as soon as the error was noticed, the corrections started immediately. Mrs. Leonard asked how the Village Residents were to be notified of this error. Mrs. Arnold stated a letter from the Village Office would be sent USPS to everyone affected. Mrs. Leonard inquired if she may physically come up to the Village Office to obtain the letter for her records. Mrs. Arnold assured Mrs. Leonard she may come up the very next business day to pick up her copy of the letter from BPA.

Mr. Tiber asked what was the ordinance that council passed at last night's meeting March 12, 2024? Mr. Pinkava stated they will move to that in one moment.

Mr. Pinkava moved to the Cashiers report with Mrs. Arnold. Mrs. Arnold advised that she did receive another payment of \$1500.00 for a resident in need of help with utility payments. Mrs. Arnold also stated to the board that resident #1216 is requesting a refund of \$27.88, which is a credit on the account. Mrs. Arnold advised the board that this was a credit on her account for "trash" only and the money was due to her. Mr. Johnson asked the account was closed, which Mrs. Arnold stated "yes." Mr. Johnson made a motion to refund account # 1216 in the amount of \$27.88, which was seconded by Mr. Rundo. Mr. Pinkava voiced – "all in favor" AYE, by voice vote, motion passed.

Mrs. Arnold mentioned resident #30906-3 has requested a refund of \$466.90 which Catholic Charities has issued to her for assistance in paying utility bills. Resident #30906-3 has since moved out of the Village to another community and would like that money back to assist with her current utility bills. Mrs. Arnold stated she contacted Catholic Charities to discuss the refund. The representative from Catholic Charities would like the refund sent back to the office in lieu of the account holder. Mr. Pinkava inquired if her account was cleared out, which Mrs. Arnold stated "yes." Mr. Pinkava made motion that the funds be returned to Catholic Charities in the amount of \$466.90, seconded by Mr. Johnson. All those in favor? AYE, by voice vote motion passed.

Mr. Johnson made a motion to approve the minutes from February 13, 2024, with amendments. Mr. Pinkava seconded the motion, motion carries.

Mr. Pinkava has moved to the Solicitor report. Mrs. Matheney stated there is nothing to report currently, other than what is on the agenda for today's meeting which is "the resolution to approve the independent contractor agreement between the Village of Burton and Great Lakes Community Action Partnership to perform the water study, which is not to exceed \$14000.00, as well as

authorizing the chairman of the Board to sign such agreement". Mrs. Matheny moved to address Mr. Tiber's question from the beginning of the BPA meeting regarding the Ordinance which passed at councils meeting March 12, 2024.

Mrs. Matheny mentioned to Mr. Tiber that Council did do a similar Resolution (BPA oversees all resolutions), which in turn is Councils Ordinance. Mrs. Matheny mentioned Council also had to approve the contract for the rate study. Since it was an agreement between Council & BPA, an Ordinance had to be written and documented for a dollar amount up to \$14,000.00. Mrs. Matheny stated the sewer rate study will be conducted at no charge to the Village. Mrs. Matheny reiterated to Mr. Tiber that Council has the authority over the "sewer" and BPA has the authority over the "water." Mr. Tiber acknowledged Mrs. Matheny with understanding of that Ordinance.

Mr. Pinkava motioned to approve the "RESOLUTION APPROVING THE INDEPENDENT CONTRACTOR AGREEMENT BETWEEN THE VILLAGE OF BURTON AND GREAT LAKES COMMUNITY ACTION PARTNERSHIP TO PERFORM THE WATER UTILITY RATE STUDY FOR THE VILLAGE IN AN AMOUNT NOT TO EXCEED \$14,000.00, AUTHORIZING THE CHAIRMAN OF THE BOARD OF PUBLIC AFFAIRS TO EXECUTE THE AGREEMENT ON BEHALF OF THE VILLAGE, AND DECLARING AN EMERGENCY". Mr. Johnson seconded the motion. All in favor, AYE, by voice vote motion carries.

Mr. Pinkava advised the board to look at the packet which everyone has received from Mrs. Arnold and to view **Exhibit "A."** Mr. Pinkava read aloud: **"The Sanitary Sewer Rate Study will be performed by Ohio RCAP for the Village of Burton at NO CHARGE to the Community. The Sanitary Sewer Rate Study will be performed under the Ohio EPA Wastewater Contract."**

Mr. Pinkava has moved to the Engineers report. Mr. Pinkava stated the Engineer is absent from this evening's meeting, but there is an updated estimate attached. Mr. Pinkava stated the total project cost is \$441,133.56, which included two alternate bids I & II- "boring & open trench". Mr. Rundo brought up the discussion which transpired in 2023. Mr. Rundo remembers the ductile being the superior product but unable to put ductile pipe underneath roadway. Mr. Rundo brought up labor costs as far as trenching to boring? Mr. Pinkava added since the Engineer is not present, the answers are unknown. Mr. Rundo asked Mr. Tromba if council approved this project to go out for bid. Mr. Tromba stated council has given the "go ahead" for the paving project to go out for bid. Mr. Rundo made a motion to put out for bid the Dean Court Waterline project to **include alternate bids I, II & III**. Mr. Pinkava seconded the motion. All in favor? AYE, by voice vote, motion passed.

Mr. Pinkava circled back to the Solicitor, Mrs. Matheny, and inquired if certain verbiage needed changed in the Rules and Regs, as in, "owner" and/or "tenant" for utility bills. Mrs. Matheny agreed that certain verbiage will need modification. Mr. Pinkava stated when Mr. Hicks sat in for Mrs. Matheny at the last BPA meeting had stated this verbiage could be corrected. Mrs. Matheny will speak to Mr. Hicks when she returns to the office.

Mr. Pinkava moved onto the Operators report. Mr. Neill is not present for this meeting but has included topics for discussion. Mr. Pinkava stated he spoke with Mr. Neill the Thursday prior (March 7, 2024) and stated the filter they have been working on has returned to service. The PVC piping, exterior of tank, has a couple small seepage leaks, & Aqua Filter is aware of this problem. Mr. Neill stated they are scheduled to start on March 26, 2024. Mr. Rundo would like Mr. Pinkava to remind

Aqua Filter that the 5-year warranty does not start until all the issues with the tanks and filters have been corrected, and both are back in service.

Mr. Pinkava brought up Mr. Neill's quotes regarding the man doors on the Wastewater Treatment Plant. Mr. Pinkava understands council is requesting more than one quote. Mr. Pinkava stated there is a grant which needs to be used this year, and they do not want to lose the money for this. Mr. Neill is currently obtaining more door quotes.

Mr. Pinkava acknowledged Mr. Neill's notice that there was a valve leak at Ford Lane.

Mr. Rundo motioned to pay approved bills in the amount of \$24,119.26, seconded by Mr. Johnson. By voice vote, motion passed.

Mr. Pinkava circled back to the Cashier's report. Mrs. Arnold stated the one account from last month's meeting had paid the utility balance off in full. Mr. Pinkava asked about the current shut off list for March. Mrs. Arnold stated there are a total of seven accounts that are in arrears and have received a "shut-off" letter from the Village. Residents have been notified of their past due amounts which Mrs. Arnold hopes to have tomorrow.

Mr. Pinkava inquired if anyone has anything else to add before concluding the meeting.

Mr. Pinkava made a motion to adjourn the meeting which was seconded by Mr. Johnson.

All in favor? AYE, by voice vote motion carries.

Meeting adjourned at 7:37pm.