

Joint Burton Village Council & BPA Meeting  
Minutes  
November 4, 2024

Visitors: Jennell Dahlhausen, Lynn Arnold, Dan Demko, Sherry Hornak, Cindi Boehnlein, Matthew Kline.

Mayor Spanos called the meeting to order at 5:00 PM.

**Roll Call**

Nick Tromba – Yes, Tom Blair – Yes, Megan Williams – Yes, Cory Brown – Yes, Charles Boehnlein – Yes, Craig Martin – No, William Pinkava – Yes, Curt Johnson – Yes, Nick Rundo – No

**Invoice Approval**

Mr. Boehnlein moved to pay approved invoices, seconded by Ms. Williams. By voice vote, the motion passed.

Mr. Johnson moved to pay approved invoices, seconded by Mr. Pinkava. By voice vote, the motion passed.

**Appointments to the Board of Zoning Appeals**

Three residents have sent Council a letter of interest in serving on the Board of Zoning Appeals. Mayor recommended their appointment to the board.

Mr. Brown moved to appoint Ms. Cindi Boehnlein to the Board of Zoning Appeals, seconded by Ms. Williams. Roll call: Cory Brown – Yes, Megan Williams – Yes, Nick Tromba – Yes, Tom Blair – Yes, Charles Boehnlein – Abstain. The motion passed.

Mr. Boehnlein moved to appoint Ms. Kim Ainsworth to the Board of Zoning Appeals, seconded by Ms. Williams. By voice vote, the motion passed.

Ms. Williams moved to appoint Mr. Nicholas Fischbach to the Board of Zoning Appeals, seconded by Mr. Boehnlein. By voice vote, the motion passed.

**RCAP Presentation**

Mr. Kline from RCAP stated his organization provides financial and project planning advice to the entire state of Ohio, and some surrounding states. He reviewed the three major components of running a utility facility:

Technical – reporting, safety, operations, training, life cycle cost

Managerial – administrative and day to day duties, training, vision

Financial – credit worthiness, fair and effective rates, budgets, forecasts

The operations, capital improvements and debts require predictive maintenance, emergency funds and debt reserves.

Mr. Klien stated he is very concerned with the negative spending in the sewer operating. Officials and management need to ensure there is enough revenue coming in to cover this cost, especially with the large loan payment due for the new waste water treatment plant yearly. He was very pleased to see there is no debt on the water operating end and congratulated the officials, as this is very uncommon in small communities.

Mr. Kleins rate analysis determined the following recommendation for rate increases:

	<u>Sewer</u>	<u>Water</u>
2025	20%	4%
2026	12%	4%
2027	7.5%	4%
2028	5%	4%
2029	5%	4%


Mr. Kline added this is very aggressive on the sewer end but will be cheaper for residents in the long run than a few other recommendations he provided in the power point, and will end the sewer operating expense deficit by 2028. This rate increase also includes a 3.5% increase for annual inflation. He also recommends a 4% yearly increase for both funds in the future and another possible rate analysis in 2028 to make sure the rate increase is still effective in eliminating the sewer operating deficit.

Mr. Klein said he can assist Mr. Neill at no cost with creating a Capital Improvement Plan, which is essential in future planning. The rate increases didn't include any major utility projects so he provided recommendations with some increases that would need added to the referenced amounts above for different loan amounts.

Mr. Klein also recommends a succession plan be established and said he can assist with 0% interest EPA loans in the future if needed. EPA water loans are due in March and sewer loans are due in September, and if we apply for these loans we aren't committed to complete the project but will have the money available if needed.

Mr. Pinkava moved to adjourn, seconded by Mr. Johnson. By voice vote, the motion passed. Meeting adjourned at 8:25 PM.

Mr. Tromba moved to adjourn, seconded by Mr. Boehnlein. By voice vote, the motion passed. Meeting adjourned at 8:25 PM.

  
 Fiscal Officer

  
 Mayor/President Pro Tem/BPA Chair