

# BPA Meeting Minutes

October 12, 2024

7:00PM

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

**Roll Call:** Mr. William Pinkava-present / Mr. Curt Johnson-present / Mr. Nick Rundo-NOT present. \*\* Mr. Rundo came in at 7:02PM\*\*

**Recognition of visitors:** Mr. George Hess III, Mr. Clinton Kuenzli, Mr. Jake Neill, Mr. Charles Tiber, Mrs. Arnold, Mrs. Matheny.

## **Cashiers Report:**

Mrs. Arnold brought forward the meeting minutes which need to be approved by the board for the September 10, 2024, meeting. Mr. Pinkava stated he has read the meeting minutes and would like to make a motion to approve the meeting minutes for September 10, 2024, seconded by Mr. Curt Johnson. All in Favor? AYE! By voice vote motion passed.

Mrs. Arnold mentioned she has contacted the second software company regarding a new utility billing system. The company is called Software Solutions - SSI for short. They will send over a proposal as well as a price sheet for the Village of Burton to view. Mrs. Arnold and SSI's representatives will have a zoom meeting in late October so they can show the software and what this can do for the residents, the water department as well as the billing department for water and sewer. More discussions to follow.

**Solicitors' Report:** Mrs. Matheny heard from Mrs. Debra Kuehn from the State of Ohio DAS. Mrs. Matheny stated they are "fine" with the language except for the having to pay for the replacement or removal of any "improvement" that the Village has to remove or destroy to obtain access to its infrastructure under or over the "improvement". The State of Ohio is not willing to agree to incur expenses on their end if a line needs to be relocated or replaced but the distinction is not where the Village is deciding that the waterline needs to be moved but where the school or state builds over our waterline (like builds a sidewalk) and we need to remove the sidewalk in order to fix the waterline underneath (i.e. improvements). Mrs. Matheny believes there is a great deal of confusion, and it needs more discussion. Mrs. Matheny hopes to have something in hand from Mrs. Debra Kuehn this current week or next at the latest. Mrs. Matheny will review the agreement and will follow up with the BPA board at a future meeting. More discussions to follow.

**Engineer's Report:** Mr. George Hess III stated the Dean Court waterline project is complete. Dean Court will be paved this current week. The second pay request from the Engineers office has been emailed to Mrs. Arnold and Mrs. Dahlhausen for this evening's

meeting. Mr. Hess III mentioned the entire street of Carlton in the Village had a FOG Seal recently completed. \*\*Fog Seal is an application of a specially formulated asphalt emulsion (a thin liquid oil) to an existing asphalt pavement surface. \*\* Mr. Hess III stated everything is going as planned and there is nothing more to add at this time.

Mr. Curt Johnson introduced a Mr. Clinton Kuenzli from the Buckley Group to the BPA board. The Buckley Group purchased Hess & Associates Inc. Mr. Kuenzli is one of the employees that will supervise the BPA meetings once Mr. George Hess II retires George III will be attending meetings.

**Clerk/Treasurer:** Mr. Curt Johnson moved to approve the bills in the amount of \$45,483.07, seconded by Mr. Rundo. All in favor? AYE! By voice vote motion carries.

**Operators Report:** Mr. Neill brought up the exterior cleaning of the water tower. Mr. Neill has been in contact with a company called H2O Towers. The Representative from the company mentioned they are in a contract with Middlefield now to clean the exterior of their water tower. If we also sign with their company, we will receive a cost break of \$2500.00. The proposal states a charge of \$7500.00 and with the cost break of \$2500.00 it would bring the entire bill down to \$5000.00. Mrs. Matheny mentioned it should be written on the certificate of insurance paperwork that the Village of Burton is additionally insured. Mr. Rundo made a motion to approve up to \$5000.00 for the exterior of the water tower to be cleaned, which was seconded by Mr. Curt Johnson. All in favor? AYE! By voice vote motion passed.

Mr. Pinkava mentioned the utility credit card and the purchase amount of up to \$1500.00. Mr. Neill stated his spending limit is not sufficient – when he is continually placing orders for the sewer plant. If the expense is over \$1500.00 and he immediately reached his limit, a “special” meeting needs to take place in order for the utility department to buy replacement parts. Mr. Johnson made a motion to recommend to council that the \$1500.00 spending limit on the credit card(s) be moved to \$4000.00 per contract that the employee signs, seconded by Mr. Rundo. All in favor? AYE! By voice vote motion passed.

**Old business:** Mr. Neill stated Aqua Filter number two has been repaired, it was tested, and it is not leaking. The number two filter can go on-line, and the discharge pump #2 was re-aligned by hand. Mr. Pinkava would like Mr. Neill to write a list of all the shortcomings i.e. everything that was not repaired correctly which will be brought forward to them. Mr. Johnson asked Mr. Neill on what date the repairs were made. Mr. Neill mentioned October 8, 2024, which Mr. Johnson took and added 5 years to that. October 8, 2029, will be the expiration of the new warranty date for the aqua filters.

Mr. Neill stated the blowers are repaired, and the problem was with the CAT5 wire. The CAT5 wire had interference with the shielding. They replaced the CAT5 wire with a CAT6 wire and now it's working properly.

Mr. Neill mentioned the waterline repair in Berkshire Hills. The apartment complex had a contractor patching the concrete parking lot. Mr. Neill asked if the contractor would help the utility department for the Village and patch small areas that needed to be fixed from a waterline repair. The contractor agreed and will send the invoice to the Village for payment.

**New Business:** nothing to add currently.

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

All in favor? AYE! By voice vote motion passed.

Meeting adjourned at 8:38PM.