

BPA MEETING MINUTES

FEBRUARY 11, 2025

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-present

Pledge of Allegiance

Recognition of visitors: Mr. Jake Neill, Mr. George Hess III, Mr. Charles Tiber, Mrs. Ann Wishert, Mrs. Bridey Matheney, Mr. Nick Tromba

Cashiers Report:

Mrs. Arnold recapped the relief requested from account holder 4245-01 which was addressed in the January 11, 2025, BPA meeting. Mrs. Arnold spoke with the contractor who completed the work in the resident's basement, Mr. Keith Monroe. Mr. Monroe stated that the sump pump he fixed had absolutely nothing to do with the 3 inches of water that pooled in the resident's basement. Mrs. Arnold inquired if the resident may have had a hose, or a toilet left on accidentally which could have caused the high consumption of water a few months back. Mr. Monroe mentioned the resident must have had something outside in the yard left open and running. There is no possibility that the sump pump caused the leak." Mr. Pinkava asked Mr. Neill if he would make a point to visit the resident, look in the basement to verify if a floor drain exists or not. Mr. Neill stated he will reach out to the resident in the next couple weeks and will report on his findings at the next meeting in March.

Mrs. Arnold recapped the relief requested from account holder 1255-01 which was addressed in the January 11, 2025, BPA meeting. Mr. Neill stated he met the owner at the property and did notice there were no floor drains in the building. There is a washtub that is built into the floor and the property is a two-story building with a slab foundation. Mr. Neill verified the water did not go into the sanitary system and apparently drained through the grass. Mr. Pinkava made a motion to credit the excess sewer charge on account #1255-01. It was determined and verified there are no floor drains in the building. Mr. Rundo seconded motion. All in favor? AYE! By voice vote motion passed.

Mrs. Arnold recapped on the Muni-Billing software that Mr. Neill and Mrs. Arnold have investigated. Mrs. Arnold stated Muni-Billing cannot give us a definitive answer on reimbursement to the Village if all utility data cannot copy over successfully. Mr. Rundo would like to see this software implemented due to the outdated software the Village

currently uses as well as the costs associated. Mrs. Arnold agreed and will reach out to Muni-Billing's implementation team allowing them to view our data along with Geauga County. This will determine if Muni-Billing will be sufficient in copying the last three years of utility data. Mr. Pinkava mentioned the Village currently spends \$2,679.62 annually for the billing software and would like Mrs. Arnold to continue researching different programs to obtain the best pricing for the Village. Mr. Pinkava stated the board does not want to make a decision yet and will continue discussions at the next BPA meeting in March.

Mrs. Arnold stated she did email Mr. Matt Kline from RCAP (Rural Community Assistance Partnership) requesting a detailed report of the rate study performed for the Village. Mrs. Arnold explained there has been no response from Mr. Kline. Mr. Pinkava stated he will reach out to Mr. Kline in the next day or two to determine if there was a report he could generate for the Village.

Fiscal Officer:

Mr. Pinkava made a motion to pay approved bills in the amount of \$25,706.21 seconded by Mr. Johnson. All in favor? AYE! By voice vote motion passed.

Engineers Report:

Mr. Hess III has nothing to report.

Mr. Pinkava and Mr. Rundo inquired about the Berkshire Schools tap-in fees. Mr. Hess III stated they are still in the process of reviewing as well as the new building that has been constructed.

Solicitors Report:

Mrs. Matheney has nothing to report.

Operators report:

Mr. Neill mentioned the water main break on Carlton Street at the section which houses the 4-inch water line. Mr. Neill mentioned this has been the sixth water main break in that area in the past six years. Mr. Neill stated there was also a water main break today at North Cheshire. The break happened from a service line cap blowing off from a house. The problem stemmed from an 8-inch line that was connected to the water tower and a 4-inch line servicing the houses. Mr. Neill would like to cap the 4-inch line off at Cook Street and jump all services to an 8-inch line. Mr. Pinkava inquired if the service to the home has been restored? Mr. Neill stated once CEI came out and everything was hooked back together, the homeowner had service. Mr. Neill stated there was back feed going into the water line, which crews were being shocked off the service line. While digging up the area, caution

tape was noticed underground. Crews stopped digging and notice what appeared to be fiber optic lines. Mr. Neill stated AT&T as well as Spectrum said the site was clear. These lines we **not marked**, but the leak and the lines have been fixed.

Mr. Johnson inquired about roof repairs and if any contractors had reached out. Mr. Neill reiterated that he is currently obtaining quotes and will hopefully have information for next month's meeting.

Mr. Neill mentioned new and updated utility maps with water lines which the Village needs for Dean Court and the entire town. Mr. Hess III stated he will make certain that will be completed.

Mr. Pinkava inquired about a new employee for the position at the plant. Mr. Neill stated Mrs. Arnold sent him an email of a gentleman who is interested in the position. Mr. Neill has been waiting for his resume which he has not submitted. Mrs. Arnold stated she will call the gentleman tomorrow to request a resume be sent to the Village of Burton for review.

Old Business:

Mr. Johnson mentioned the water rate packet he received from Mrs. Arnold regarding formulating rates. Mr. Neill stated this packet from RCAP is very informative which Mr. Johnson agreed. Mr. Johnson mentioned one area that drew his attention were the electric providers. Mr. Johnson would like to obtain more information on electric providers to determine if a better rate is available to the Village and the residents. Mr. Johnson suggested the costs need to be examined and calculated yearly to determine if rates should be raised.

New Business:

Mr. Neill stated the ODOT building has been sold to the Berkshire School District. Mr. Neill has completed the point of sale and confirmed that ODOT will come back out in March to clean out the sewer lines for the school. Mrs. Arnold confirmed she did receive the statement from ODOT pertaining to the sewer clean out that needs to be completed. Mr. Neill mentioned Berkshire Schools also received a copy of the letter from ODOT. More discussions to follow in the March BPA meeting.

Mr. Pinkava inquired if Mr. Neill had received any quotes on the saw he was looking to purchase. Mr. Johnson stated the quote should be on a 16 inch saw not a 14 inch saw due to the thickness of the roads. Mr. Pinkava mentioned when the watermain broke on Carlton, Mr. Neill required a particular saw which was nowhere to be found. Mr. Pinkava would like to have all equipment listed on a sign in / sign out board. To many times Mr. Neill has

needed a particular piece of equipment which can never be located. This equipment is either at the repair shop or it is being used on another project. Mr. Pinkava stated this stems from the Carlton Street water main break which took place at 1:30AM. Mr. Neill came into work and the required saw he needed was nowhere to be found. Mr. Pinkava reiterated there needs to be more open communication between departments.

Mr. Pinkava made a motion to adjourn, seconded by Mr. Johnson. All in favor? AYE! By voice vote motion passed.

Motion adjourned at 7:37PM.