

BPA
MEETING MINUTES
MAY 12, 2026
7:00PM

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

Roll Call: Mr. William Pinkava-present/Mr. Curt Johnson-present/Mr. Charles Tiber-present,

Recognition of Visitors: Mr. Kevin Freeman, Mr. George Hess III, Mr. Jake Neill, Mrs. Lynn Arnold, Mrs. Bridey Matheney

Cashiers Report:

Mr. Johnson made a motion to approve the meeting minutes from April 14, 2026, with revisions seconded by Mr. Tiber. All in Favor? AYE! By voice vote motion passed.

Mrs. Arnold stated that the month of May 2026 will be the last time the village will run statements from the current billing software. There will be an “information sheet” mailed along with the May statements to all residents regarding this change.

June 2026 the village will transition and implement Muni-Link as the new billing software as well as a new Customer Portal to pay bills on-line. When the new statements are mailed, it will include instructions on how to “view, print, make a payment as well as view usage and history”.

Mrs. Arnold verified the Backflow Letters had been mailed which notified businesses there was a change in the date when Inspection Reports were to be turned in.

Fiscal Officer Report:

Mr. Johnson made a motion to pay the approved bills in the amount of \$41,705.07 seconded by Mr. Tiber. All in Favor? AYE! By voice vote motion passed.

Mr. Pinkava noticed a “quote” from Trojan Technologies regarding UV Bulbs for the Water & Sewer Plant. Mr. Pinkava would like to remove the quote’s dollar amount of \$8,685.13 from the \$41,705.07 total.

Mr. Pinkava made a motion to revise the amount of the approved bills to \$33,019.94 seconded by Mr. Tiber. All in Favor? AYE! By voice vote motion passed.

Engineer’s Report:

Mr. Hess III stated Garden Street will be finished May 2026.

There were two Riser Rims which one (1) was replaced and one (1) was rebuilt.

Mr. Johnson inquired about the standing water on Hickox. Mr. Hess III mentioned he saw and was aware of the standing water. This water is unable to reach the storm sewer which was located by the left curb. There is a swale in the pavement that prevents water from reaching the catch basin.

Solicitors Report:

Mrs. Matheny has two Resolutions which need to be addressed that include the Agreement with Payliance as well as the Services Agreement with Paystar. Council has already approved both Resolutions.**

Mr. Pinkava made a motion to **WAIVE READINGS OF RESOLUTION NO. 2026-09 APPROVING THE ACH CLIENT AGREEMENT WITH PAYLIANCE, INC. TO PROVIDE ACH SERVICES IN CONNECTION WITH ONLINE PAYMENT SERVICES AND DECLARING AN EMERGENCY**, seconded by Mr. Johnson.

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

Mr. Johnson moved to approve **RESOLUTION 2026-09** seconded by Mr. Tiber.

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

Mr. Pinkava made a motion **WAIVE READINGS TO RESOLUTION NO. 2026-10 APPROVING THE SERVICES AGREEMENT WITH INTEGRATED PAYMENT SOLUTIONS LLC (PAYSTAR) TO PROVIDE ONLINE PAYMENT SERVICES IN THE AMOUNT OF \$420 FOR A TERM OF ONE (1) YEAR AND DECLARING AN EMERGENCY**, seconded by Mr. Johnson. All in Favor? AYE! By voice vote motion passed.

Mr. Pinkava moved to approve **RESOLUTION 2026-10** seconded by Mr. Johnson. All in Favor? AYE! By voice vote motion passed.

Operators Report:

Mr. Neill stated hydrant flushing was completed in April.

The Ohio Utilities Protection Services (O.U.P.S.) emailed tickets over for every telephone pole in the village. The contractor assigned was digging up around the base of the pole completing a "Rot Prevention" assessment.

Mr. Neill mentioned he had two (2) groups come down for tours of the Water & Sewer Plants. One was the Boy Scouts and the other was Agape's second graders.

Both tours went very well.

Mr. Neill received an email from Councilman Craig Martin inquiring how the road repairs were coming along and if they had been completed. Mr. Neill explained to Mr. Martin he was going to hire a company to come out and fill in the areas on the roadway where the main water breaks were last year. Mr. Martin inquired if the Street Department can assist Mr. Neill with this project, which Mr. Neill stated "yes".

Mr. Neill has nothing from the roofing contractor for Well Houses and Blower Building.

Mr. Neill stated to Mr. Pinkava that he submitted a quote from Trojan Technologies for the purchase of 16 UV Bulbs for the Utility Department. They are on the last set of new bulbs and would like to purchase more before they run out completely. Mr. Pinkava advised Mr. Neill an email was sent regarding a different company who sells the types of UV bulbs the Utility Plant needs. Mr. Neill will investigate the company and products and get back with Bill next week. Mr. Tiber made a motion to approve the purchase of new UV Bulbs for the Utility Department not to exceed \$8700.00, seconded by Mr. Johnsonson. All in Favor? AYE! By voice vote motion passed.

Council Report:

Mr. Freeman stated the D.O.R.A. (Designated Outdoor Refreshment Area) will be presented to the public at the May 26, 2026, council meeting.

Mr. Freeman stated the finance committee discussed hiring another Police Officer.

Mr. Freeman mentioned council did bring up the sewer tap-in fees, and they agreed to hold off on that discussion until end of December 2026. The Finance Committee would like to use the study from RCAP to determine a baseline for the increase. Mr. Johnson explained that RCAP has nothing to do with tap-in fees, this comes from the Engineers. The tap-in fees are determined by the Engineers and the Plant.

Mr. Hess III believes a joint meeting with council and BPA should be conducted to obtain answers to the questions.

Mr. Tiber stated the verbiage in the Rules and Regulations pertaining to tying into the Village of Burton is not specific and needs clarification. The definitions should state there is one (1) tap-in fee per dwelling unit and needs to be updated.

Mrs. Matheny will meet with Mr. Neill regarding the tap-in fee and how the definition should be worded.

Mr. Tiber brought forward Section 208 Private Water Supply Systems from the Rules & Regulations and has inquired if the village receives reports on the condition of the Well water as stated in the definitions. Mrs. Arnold stated she has never received a report or reports from residents about their private water systems.

Mr. Johnson mentioned the residents who have a private water system should receive a letter from the Village of Burton informing them they need to have their well water tested every six months. Mrs. Matheny will investigate Section 208 for the June meeting.

Mr. Johnson would like to have the June 9th meeting rescheduled to June 2, 2026. Mrs. Arnold will call the library to reserve the large meeting room.

Mr. Johnson made a motion to adjourn, seconded by Mr. Pinkava'

All in Favor? AYE! By voice vote motion passed. Meeting adjourned at 8:46pm