BPA
Meeting Minutes
June 2, 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. Council Rep Mr. Kevin Freeman is not present

Pledge of Allegiance

Recognition of Visitors: Mrs. Bridey Matheney, Mr. Jake Neill, Mr. George Hess III, Mr. Jim Newell, Mr. Kenneth Day, Ann Wishert

Cashiers Report:
Mr. Tiber made a motion to approve the meeting minutes from May 12, 2026, seconded by Mr. Johnson. All in Favor? AYE! By voice vote motion passed.

Fiscal Officers Report:
Mr. Pinkava made a motion to pay the approved bills in the amount of $234,991.04 seconded by Mr. Johnson. All in favor? AYE! By voice vote motion passed.

Resolution designating Mrs. Lynn Arnold to attend a mandated OHB#9 training has been tabled. Verbiage is .

Engineer's Report:
Mr. Hess III stated the Garden Street project is near completion.
All four (4) manholes were replaced.
Grading and Seeding is near completion.
Chip n Seal projects around the Village were awarded to Ronyak's. Scheduling and timing will come soon for the two (2) Streets, Huff and Evergreen.
Mr. Johnson inquired about paving on Colony Lane. Inquiry is whether the Monument Boxes could be raised so they are flush with the pavement in lieu of below the surface.
Mr. Hess III mentioned the contractor did try to remove the lids when they were paving the road to place a riser on top. The lids on the Monument Boxes are welded shut from years of abuse. Per Mr. Hess III this is on the "list" of items to be completed.

Solicitors' Report:
Mrs. Matheney mentioned Section 208 which addresses the non-village water source to provide evidence to the BPA Board. Mrs. Matheney did suggest a proposed Resolution to change the verbiage or to "remove" the six-month requirement which is currently not enforced.

Mr. Pinkava has introduced **RESOLUTION AMENDING SECTION 208(b) OF THE RULES AND REGULATIONS OF THE VILLAGE OF BURTON BOARD OF PUBLIC AFFAIRS.**
First Reading June 2, 2026.

Mrs. Matheney mentioned the discussion regarding the tap-in fees which was expressed at the last meeting. After reviewing the Rules & Regulations it does not state how tap-in fees are determined which needs to be more specific.

Operators Report – Water:
Mr. Neill stated a second sampling of PFAS (forever chemicals) was removed from the Water Plant for testing. The report came back with no PFAS in the village system.

The EPA contacted Mr. Neill and inquired if the Village of Burton has any interest in pairing up with Middlefield Village in the event there is a problem with the water or supply.

Mr. Neill inquired if the Board has given any thought on who will take over the Point-of-Sale Inspections when he resigns? Mrs. Matheney will create a revised resolution for the next meeting which will enable the Village Engineers to inspect the Point-of-Sales moving forward.

Mr. Neill stated two (2) applicants turned in resumes for the Utility Assistant position.

Mr. Neill stated that the water meter software is up for renewal from Neptune 360. Quote has been attached for review. Mr. Pinkava will make certain it is renewed.

Mr. Neill mentioned to Mrs. Matheney, a resident on Kirtland Street has a problem with the sewer lateral on his property. Mr. Neill would like to use this resident 's "clean out" and inquired if he could use the standard Liability Form holding the village harmless if something does arise. Mrs. Matheney agreed and stated this is what should be done.

Mr. Pinkava welcomed Mr. Newell from Clearwater Operations. Mr. Newell stated the requirements are that a Licensed Operator must be on site for at least 1.5 hours a week three times a week. His employee is willing to do this temporarily but would like a definition of the roles and responsibilities for this position.

Mr. Newell would like a contract, keys, some training, and a smooth transition for this temporary position. The village would be billed hourly at $120.00. Three (3) hours a week for water, Twenty (20) hours a week for wastewater. Clearwater will cover the liability of the workers assigned to the plants. The village will be listed as “Additional Insured” under the liability program; Clearwater will be present for any EPA inspections should this arise to represent the Village. Mr. Newell stated Clearwater ran Hiram’s water system for years before they had a licensed employee take over. Mr. Newell has also requested information on the Villages contingency plan which the EPA mandates.

Mr. Newell introduced Mr. Day who will be the main operator at the Plant. Mr. Day is a Class III Operator and a P.E., (Professional Engineer).

Mr. Day suggests they are not the first call if something happens in an emergency.

Mr. Newell stated if the Village agrees to Clearwater’s terms, they will prepare a draft contract, send to Mrs. Matheney as have it approved by Council.