BPA MEETING MINUTES

AUGUST 11, 2026

7:00PM

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

Pledge of Allegiance

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

Recognition of Visitors:
Mr. George Hess III, Mrs. Bridey Matheney, Mr. Kevin Freeman

Cashiers Report:
Mr. Pinkava mentioned a parcel on Shannon Court that has been in arrears for well over a year. Mrs. Matheney inquired if the property owner had been notified, which Mr. Pinkava had stated yes. In the year 2025, Mrs. Arnold certified the past due balance for water and sewer services to the Geauga County Auditor. Discussion will continue next month when Mrs. Arnold is at the meeting.

Mr. Pinkava brought forward the meeting minutes for June 2, 2026. Mr. Tiber made a motion to approve the meeting minutes for June 2, 2026, seconded by Mr. Johnson, All in favor? AYE! By voice vote motion passed.

Mr. Pinkava brought forward the meeting minutes for July 1, 2026. Mr. Tiber made a motion to approve the meeting minutes for July 14, 2026, seconded by Mr. Johnson. All in favor? AYE! By voice vote motion passed.

Mr. Pinkava stated in hiring Mr. LeRoux, the condition was Mr. LeRoux would have one (1) year to obtain a Class I water license. Mr. Johnson stated due to unforeseen circumstances with the loss of the Operator and Assistant, the BPA Board believes an extension should be recommended. Mr. Johnson made a motion to extend Mr. LeRoux to obtain his Water I license for one (1) additional year, seconded by Mr. Tiber. All in Favor? AYE! By voice vote motion passed.

Mr. Pinkava moved onto 14561 Hickox Street which is a rental. The Landlord has only one (1) meter for two (2) units. The Landlord has a private water meter which is then split

between two tenants. Mr. Pinkava stated there needs to be two separate meters on these units. Mr. Pinkava requests a Certified Letter be addressed to the property owner stating that two separate meters must be installed per unit.

Mr. Pinkava mentioned that the McIntyre Center suddenly closed without notice and had left open invoices. Mrs. Arnold will send a Certified Letter to the McIntyre Center located in Parma for collection of the open invoices.

Mr. Pinkava would like to discuss a digital antenna from Neptune on the water tower to help with re-reads, as well as false reads. Mr. Pinkava received a quote from Mrs. Arnold from Neptune regarding this digital configuration and had included in the packet. Mr. Pinkava would like to discuss this option for Mrs. Arnold and Mr. LeRoux to help manage day-to-day operations.

Fiscal Officer:
Mr. Pinkava made a motion to pay the approved bills in the amount of $52,173.91 seconded by Mr. Tiber. All in favor? AYE! By voice vote motion passed.

Mr. Smigelski had a quote sent to the village regarding filling of the lagoon from Grade line. Mr. Hess III stated he would need to look at the lagoon to make that determination and would like to hold off for now.

Engineer's Report:
Mr. Hess III mentioned that the chip-n-seal projects have been completed. The Street Commissioner does not believe it is necessary to place a fog seal on top and has opted out of that recommendation.
Point of Sales have all been completed;
There is a new sewer lateral that is being installed on Carlton, based on Point-of-Sale Inspection.

Solicitors' Report
Proposed Resolution trying to address the tap in and verbiage. Any residential dwelling whether single or multi-family, will require a tap-in fee. Mr. Tiber inquired about the sewer tap-in. Mrs. Matheney stated the BPA Board would need to recommend to council about the sewer tap-in. Mr. Johnson stated if a property shares one sewer lateral, a "T" should be installed so they are no longer shared. If something was to transpire it would turn into a Civil Suit and go before the court. Mr. Pinkava would like to:
INTRODUCE RESOLUTION AMENDING SECTION 201(a)(i) OF THE RULES

AND REGULATIONS OF THE BOARD OF PUBLIC AFFAIRS TO CLARIFY THE

WATER ASSESSMENT AND TAP-IN FEES FOR RESIDENTIAL SERVICE APPLIES FOR ANY RESIDENTIAL SERVICE, REGARDLESS OF IF SINGLE FAMILY OR MULTI-FAMILY.

Operators Report:
Mr. Pinkava stated the village is six weeks into the guest operators – Hallmark. Mr. Pinkava stated they are doing well.

Mr. LeRoux has requested time off in September. Mr. Pinkava has granted his request and Will have Hall Mark cover the plant.

Mr. Pinkava mentioned that Minnesota has had many cyber-attacks on their water plants.

Mr. Pinkava stated they are still having some issues with 64 Seconds. Mr. LeRoux has sent An email to the Representative stating what is needed.

Mr. Pinkava stated she received an email from Mrs. Ortega regarding applicants.
The Employment Opportunities are advertised on Indeed as well as the News Harold.

Mr. Pinkava made a motion to spend up to $1000.00 on advertising with AWWA people or The equivalent seconded by Mr. Johnson. All in favor? AYE! By voice vote motion passed.

Council Rep Report:
Council has approved Halloween for October 31st at 7:30pm.
Suggestion to research pulling out all the Stop signs around Burton Park and replacing them with Yield signs.

Mr. Pinkava wanted clarification that Council approved the sewer tap-in fee which was confirmed by Mr. Freeman.

Mr. Hess III mentioned the property on Dean Court that had just sold and requested move the sewer lateral which was granted.

Mr. Pinkava stated on Kirtlanda, there is a clean-out that is missing the cap. Mr. Pinkava will Reach out to Mrs. Arnold and have her contact them.

Old Business:
Section 209 – Prohibition against ground wires

A discussion was held about the prohibition against attaching ground wires to any part of the system. The board concurs with the American Water Works Association (AWWA) that the board's obligation ends at delivering safe water and is not, or will not be, a component of any building's electrical system. The entire burden of safe electrical grounding is the property owner's and their electrical contractor's responsibility. Concerns were brought up about worker safety if building owners violate the rule prohibiting grounding to the system. Safety measures were discussed such as current-testing equipment and the possibility of shutting off power. The rule was left as-is. Shutting off the power was determined to not be a viable action due to possible issues.

Mr. Pinkava made a motion to adjourn the meeting seconded by Mr. Tiber.
All in favor? AYE! By voice vote motion passed
Meeting adjourned at 8:58PM