

Board of Public Affairs Minutes

August 13th, 2019

Mr. Johnson called the BPA Meeting to order at 7:00 PM.

Roll Call: Curt Johnson-present, Nick Rundo-present, Adam Miller-present

Visitors: Jake Neill, John Poulson, Jennell Dahlhausen, Christina Piotrowski, Bridey Matheney, Joe Hernandez, Cory Brown, Ann Wiskart, Joe Hernandez

Visitors Report:

Nothing to report.

Cashiers Report:

D Neill 13757 Carlton St refused to pick the certified mail to his water and sewer account for the Village of Burton. Ms. Piotrowski was informing the BPA to assist the balance of \$549.97.

Mr. Johnson made a motion to certify Mr. Neil's taxes to the county, seconded by Mr. Rundo.
Roll Call: Curt Johnson – yes, Nick Rundo – yes, Adam Miller – yes. Motion passed

D Hollo 14464 Peckham Rd refilled up her pool of 7646 gallons of water and would like not to be charged for the water. Mr. Neill explained that this charge was for sewer since Ms. Hollo has a well. According to Mr. Neill Ms. Hollo will empty it into the pond which will not go into the sewer.

Mr. Rundo made a motion for Ms. Hollo not to be charge for the sewer portion of the bill only for charges for the fill up of the pool, seconded by Adam Miller. Roll Call: Nick Rundo – yes, Adam Miller – yes, Curt Johnson – yes. Motion passed.

Ms. Piotrowski explained when she did the billing there were two different addresses for their accounts, Ms. Piotrowski divided them by address which made them late on their water and sewer bill. Ms. Piotrowski has changed their addresses to the correct one and to request that we credited the water and sewer bill that were late.

Mr. Johnson made a motion to abate penalties for Berkshire Schools, seconded by Mr. Rundo.
Roll Call: Curt Johnson – yes, Nick Rundo – yes, Adam Miller – yes. Motion passed.

Ms. Piotrowski explained about the conversion with UBmax that in a month period they have done two conversions and still do not have our correct information that we need. Ms. Dahlhasuen explained that they did a conversion in January, February, and March. Ms. Dahlhausen explained that they cannot convert our account history with UBmax. Ms. Piotrowski explained that we have to do our first billing before we cannot get our money back. Ms. Matheney suggested that we give her a signed contract for UBmax and have it emailed to her tomorrow morning.

Mr. Piotrowski gave the BPA a quote for Asyst that provides bank drafts and UB eBilling, which eBill you can set an amount to water each month which Mr. Johnson was concerned about that. Ms. Piotrowski stated that the license fee is \$395.00 for one time only for bank drafts and \$395.00 for the UB eBilling for Asyst. Ms. Piotrowski informs BPA that the yearly fee for these to software's is \$120.00.

Mr. Johnson made a motion that we purchase those licenses from Asyst to have more people paying their bills without having them receive the bill seconded by Mr. Miller. Roll call: Curt Johnson – yes, Adam Miller – yes, Nick Rundo – yes. Motion passed.

Solicitor Report:

Nothing to report.

Engineer Report:

Mr. Hess asked will the school be privately owned or village owned. Ms. Dahlhausen said it was discussed last night we do not supply water sewer for outside the village. Ms. Dahlhausen informs BPA that Council has not even approved anything for their water. Ms. Dahlhausen stated we did get the tap in water but the sewer has to go through the county. Mr. Hess said the high school submitted plans the village requested a deposit for them for professional services for plan review and inspections.

Clerk/Treasurer:

Mr. Rundo moved to approve July 9th, 2019 minutes, seconded by Mr. Miller. Roll Call: Nick Rundo - yes, Adam Miller – yes, Curt Johnson – yes. Motion passed.

Mr. Miller moved to pay approved bills, seconded by Mr. Rundo. Roll Call: Adam Miller – yes, Nick Rundo – yes, Curt Johnson – yes. Motion passed.

Ms. Dahlhausen wanted to inform BPA about the 2020 Budget stating that she met with Mr. Neill and went over possible project some additional figures for me anything that BPA can think of please give it to her. Mr. Neill capital improvements and equipment with just one number. Ms. Dahlhausen and Mr. Neill discussed that a small backhoe attachment that was needed will be considered for 2020 budget. Mr. Neill is capital improvement number trying to decide on a number since it is such a broad range. Mr. Neill suggests to have the BPA see the budget before it gets approved from council.

Operators Report:

Mr. Neill informs BPA about RCAP had their planning meeting with them last week and they will be coming in on August 21st, 2019. Mr. Neill and Mr. Poulson will be marking everything already know that's located. RCAP group will have GIS location for valves, manholes and pipes according to Mr. Johnson.

Mr. Neill explained that the sewer plant is coming along. Mr. Neill and Mr. Poulson went to go inspect the trunk line they checked rapids road to Evergreen. Mr. Neill explained about Mr. Judd's problem having their plumbers for the third time being there which indicated no leak at that time. Mr. Neill stated that as of right now there is a leak at Mr. Judd's house. Mr. Neill stated that the leak is between the road and the shut off valve indicating a very slow leak. Mr. Neill said it's between the shut off line and our main line which indicates that it is the Village of Burton issue.

Old Business:

August 13th, 2019 BPA Minutes

Mr. Johnson approve a resolution for those changes in the Water and Sewer pipe standards. Ms. Dahlhausen suggest that we approve a resolution to make it official. Mr. Johnson said it should follow by government funds with those regulations.

Mr. Johnson puts 2019-29 on first reading resolution adopting the Water and Sewer Pipe Standards for the Village of Burton Utilities and declaring an emergency.

Mr. Neill is keeping an eye on evergreen since the last repair. Mr. Hernandez states that his water could have air in it since its “spitting” out water. Mr. Hernandez said it has been about two weeks with his water situation.

Mr. Neill met with two of the individuals that have manual water meters for the second time and went to look at their water meters. Mr. Neill mentioned to both homeowners about the water line insurance that can cover there plumbing or assess them to taxes. Mr. Johnson states that the third homeowner is willing to pay for those extra fees to have a manual reading so at this point we will let them be. Mr. Neill will try to get the other two homeowners to change but the third one will not be changeable at this time.

New Business

Mr. Hess said for the Berkshire Schools blueprints that it showed water and sewer line and storm connections for their pipe works.

Executive Session

Mr. Johnson made a motion to enter Executive Session at 7:53 to discuss personnel issues; seconded by Mr. Rundo. By voice vote, the motion passed.

Adjournment:

Mr. Miller moved to adjourn, seconded by Mr. Johnson. Meeting adjourned at 7:59PM.

BPA Chairman

Clerk