

BOARD OF PUBLIC AFFAIRS MINUTES

Village of Burton

September 11, 2018

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

Roll Call: Curt Johnson- present; Adam Miller – present; Nick Rundo – present.

Council Representative: Skip Boehnlein, not present; Tom Blair, present

Pledge of Allegiance

Visitors: Jeremy (Jake) Neill, Lisa Hernandez, Bridey Matheney, George “Chip” Hess, Ann Wishart

Old Business

Cashier’s Report

Ms. Hernandez updated the Board on delinquent accounts previously discussed at the last meeting. Both accounts are now in good standing.

Backflow letters have been sent out.

Monthly readings will be done in the coming days.

Mrs. Hernandez noted that a landlord on N. Cheshire Street with a multi-family dwelling is not paying a surcharge for having only one meter. After discussion, the Board instructed Ms. Hernandez to send a letter to the landlord, notifying them that they will now be charged a surcharge, moving forward.

Solicitor’s Report

Ms. Matheney advised the Board when sales tax can and cannot be charged for bulk water sales. Ms. Matheney suggested adding a line to the permit that asks that purchaser to define what the water will be used for, since there are instances when it is, and is not, taxable. Ms. Matheney will draft legislation to put before the Village Council at their next meeting, to allow the BPA to sell bulk water.

Mr. Neill reported that since the last BPA meeting, there was one person who came to purchase water.

Engineer’s Report

Mr. Hess reported that he is continuing to work on the Chemical Feed Permit for the EPA. In 2003, the EPA did a site visit and inspected the system. At that time, the Village was told to send a copy of the sketch in (which they did), and that would be sufficient. The EPA has now stated that the permit is not valid, and a new permit must be submitted. Mr. Hess indicated that there is no deadline for submittal, and fines. Mr. Hess hopes to be done with this at the end of September.

Mr. Johnson asked Mr. Hess if he had given any further thought to water and sewer service requirements for the new Berkshire school. Mr. Hess indicated that no one has instructed him

to do anything. However, Mr. Hess believes certain issues should be addressed as soon as possible, including: a water line loop, sewer studies, street/car circulation issue, and traffic patterns. Mr. Johnson noted it is important to go before the school board with all of these issues. Mr. Hess believes this needs to be a multi-organizational meeting – between the school, village, township and county. Mr. Johnson asked how much time would be involved in getting all of this information together. Mr. Hess said that the water side would be easy; but he would like to do a simple study regarding possible sewer needs for the new school. Mr. Neill asked if there were fire flow studies. Mr. Hess agreed that there were, and based upon what happened with the Ronyak fire, it is a concern.

Mr. Johnson will reach out to Village leadership for an upcoming organizational meeting.

Fiscal Officer's Report

Mr. Paquette was not present to report.

Mr. Miller made a motion to approve the minutes from August 14, 2018. Seconded by Mr. Rundo. By voice vote, the motion passed.

Mr. Rundo made a motion to pay approved bills; seconded by Mr. Miller. By voice vote, the motion passed.

Operator's Report

Mr. Neill reported that hydrant flushing was carried out overnight, and went well.

Mr. Neill examined the water meter encased in concrete at Ronyak Paving. After it was put in (replaced, since the old meter no longer worked) concrete was poured in what will be the floor of a building, yet to be constructed. Essentially, what they have done is made a pit, but it is not accessible. At the present time, it is not causing any issues; Mr. Neill reports that he spoke with Ronyak – they are aware of the situation, and their plan is to construct a building to cover these pipes and which stand up about 3 feet.

Mr. Neill informed the Board that the repair on N. Cheshire (Main Street) is complete.

There is a homeowner on Kirtland Street who is having a problem with his sewer lines. There was a break in the pipe, which has not yet been repaired. Mr. Neill is waiting for direction. Mr. Blair suggested that the Village repair this line. The customer had a company come out because they had a backed up sewer. The company replaced a 5-foot section of pipe, and jetted and camera'd their line. The homeowner was told by this company that their line was collapsed, and it was the Village's responsibility to fix it. Mr. Neill rented a sewer cam to examine the area. There is a section of pipe that is missing. Mr. Neill stated that the village's line is free and clear; Mr. Johnson feels the Village should repair it, and bill the homeowner. The company that jetted the line left big chunks of rock and clay in the pipe that is further causing the line to back up, but not into the house.

Mr. Hess asked if the Village equipment could repair this line. Mr. Neill said that there is no way to determine that, until they begin digging, because the Village equipment is not capable of digging after a certain depth. Mr. Hess suggested using plastic pipe for the repair.

Mr. Rundo asked if the homeowner would get an estimate from the Village, so that they have a general idea of what this repair will cost. Mr. Johnson asked if it should be the homeowner's responsibility to get quotes.

It was suggested that the homeowner be sent a letter asking them to get 3 quotes. This is a multi-faceted repair that will include having to repair the road, as well. Because of this, it was suggested to give the homeowner a list of acceptable contractors that the Village has worked with in the past. Ms. Hernandez will send out the letter.

Mr. Hess suggested a Mayor's Permit from the homeowner with a bond amount of \$3,000 to \$5,000.

In other business, Mr. Neill talked with Mr. Smigelski about putting off point repairs until after the fair.

Mr. Neill reported that everything went well during the fair, although the plant needed to be checked every four hours. The average usage during the fair was 217,000 gallons; during non-fair times, usage averages 116,000 gallons on the weekends.

Mr. Neill gave an update on Cold Harbor. The surveyors came out and staked out the building sites for excavation, and they dropped off another job trailer; and there is an upcoming meeting coming up between Cold Harbor and the excavator that Mr. Neill will attend, to discuss excavation. Their plan is to demolish the Imhoff tank first and then excavating on the South side. All of the dirt from the excavation may be moved into the lagoons; Mr. Neill will find out.

Discussion turned to the Red Maple Inn repair. Mr. Johnson asked for a copy of the Woodford Excavating invoice for the Red Maple Inn, so that he might discuss payment with the Inn. Mr. Neill had a quote of \$3500 for the work.

Mr. Neill is currently working on the Asset Management Plan, which needs to be finished at the end of the month. Mr. Neill discussed a grant for emergency power back up. Originally, the Village did not meet the criteria for this grant, but may now. The Asset Management Plan must be submitted and approved before the grant can be applied for.

New Business

Discussion turned to the procedures surround delinquent accounts and payment plans. It was suggested that all bills be due within 30 days. Mr. Rundo suggested 45 days, and noted that residents need to be given several chances to pay their bill, but to let them go for 6 or more months is too long, because it results in large bills that become unmanageable.

Ms. Hernandez asked if the payment plan would be abolished. Mr. Johnson stated that these plans would be for those not currently on a payment plan.

Mr. Rundo proposed eliminating payment plans, and offering residents forgiveness for one missed payment.

Mr. Johnson suggested that it might be easier for residents to pay their bills if they were monthly customers instead of quarterly customers.

It was decided that this issue will be revisited at the next meeting.

Adjournment:

Mr. Johnson made a motion to adjourn; seconded by Mr. Rundo. By voice vote, the motion passed. The meeting adjourned at 8:26 pm.

BPA Chairman

Clerk