

**Board of Public Affairs Minutes**  
**June 14<sup>th</sup>, 2022**

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

**Roll Call:** Curt Johnson- not present, Adam Miller-present, Nick Rundo-present

**Visitors:** Jennell Dahlhausen, Jake Neill, Chip Hess, Bridey Matheney, Bonnie Richards, Christina Piotrowski, Charles Tiber, Cindy Linn

**Visitors Report:**

No comment.

**Cashiers Report:**

Ms. Piotrowski requested if BPA could abate late charges for account 31051-01 for \$29.91. This current resident asked help to pay their water sewer bill from Catholic Charities, there was a delay in sending a check to the Village Clerk, and the resident received late charges.

Mr. Miller made a motion to abate late charges for 31051-01 in the amount of \$29.91, seconded by Mr. Rundo. By voice vote, motion passed.

Ms. Piotrowski explained to BPA that to proceed with the new system from NECO 360 the village needed to upgrade their belt clip. Mr. Ray Swartz gave the village two quotes in the amount of \$5400 and \$2500. The belt clip that is \$5400.00 is a new one and the \$2500.00 is a loaner that NECO360 is letting the Village buy.

Mr. Rundo made a motion to purchase the belt clip for NECO360 in the amount of \$2500.00, seconded by Mr, Miller. By voice vote, motion passed.

Ms. Piotrowski requested to have future late charges abated for Geauga County Water Resources for the change in ASYST. Ms. Piotrowski informed BPA Geauga County Water Resources had same addresses with two different accounts and same MIU number. With the new upgrade for ASYST, Ms. Piotrowski had to combine the accounts, so there would not be different accounts with the same MIU.

Mr. Miller made a motion to abate the late charges for account 1005 no later than July 21, 2022, seconded Mr. Rundo. By voice vote, motion passed.

**Solicitors Report:**

No comment.

**Engineers Report:**

Mr. Hess informed BPA that Preston water line will be starting Monday, June 20, 2022, since Mr. Hess had a pre-construction meeting with Mr. Pat Preston last Friday. Mr. Hess informed BPA that the water line Mr. Preston is installing would take two weeks to complete.

Mr. Hess informed BPA about the Dean Court water line that the surveying is completed. Mr. Hess suggested since there is so much going on with the village that the village should wait to start Dean Ct water line repair. Mr. Hess informed BPA that the grant money for Dean CT is good until 2024, so hopefully Dean Court can start either late summer early Fall 2022 or early Spring 2023.

### **Clerk/Treasurer Report:**

Mr. Rundo made a motion to approve May 10<sup>th</sup>, 2022 meeting minutes, seconded by Mr. Miller. By voice vote, motion passed.

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

Mr. Rundo would like to wait to approve June 7<sup>th</sup>, 2022 minutes until the July BPA meeting.

Mr. Rundo made a motion to waive further readings for Resolution 2022-16 designating Jennell Dahlhausen to attend mandated Ohio House Bill 9 Public Records training for Board of Public Affairs members as their representative, seconded by Mr. Miller. Roll Call: Nick Rundo – yes, Adam Miller – yes. Motion passed.

Mr. Miller made a motion to adopt Resolution 2022-16, seconded by Mr. Rundo. Roll Call: Adam Miller- yes, Nick Rundo – yes. Motion passed.

### **Operators Report:**

Mr. Neill updated the BPA about the new hire, and how he is fitting well with Mr. Neill and Mr. Poulson. Mr. Rundo informed Mr. Neill that Cold Harbor emailed Mr. Rundo about the water filters. Mr. Rundo mentioned that the letter to Cold Harbor would inform them that the Village would accept their level of what they feel is the right way to correct that need to be fix. Mr. Rundo stated once the water filters are fixed, Mr. Rundo would like an extended warranty for five years and if the issue comes, again we have warranty with a full replacement.

Mr. Neill informed BPA that there were seven valves that needed replaced, and ODOT will handle six valves and Mr. Neill will handle the one valve that is in front of the Gas USA. Mr. Neill informed BPA that out of the seven valves that need to be replaced, ODOT had on their contract to fix six of those valves.

Mr. Neill informed Mr. Rundo about the OHIO Cat quote regarding the semiannual or annual service. Mr. Neill informed Mr. Rundo that the annual service includes the semiannual, and OHIO Cat will come once a year instead of twice a year.

**Old Business:**

Mr. Hess informed BPA that Berkshire school is putting their turning lanes in the week of June 20, 2022. Mr. Hess informed Mr. Rundo that the catch basins could be a conflict with the Village of Burton water lines, however the contractor dug up the waterline in several locations and the contractors will have to navigate around the Village of Burtons water lines. Mr. Neill informed Mr. Rundo that the contractors communication with Berkshire school have been the same.

Mr. Rundo emailed Kent State and there representative and superintendent and school board regarding the Berkshire School easement. Mr. Rundo would like to schedule a special meeting to meet with Kent State University representatives, superintendent, and school board. Ms. Matheney recommended that Mr. Hess would attend the meeting with the school board, Kent State University representatives, and superintendent regarding the easement. Mr. Hess confirmed with Ms. Matheney that KSU has signed off on the JEDD agreement.

Mr. Hess mentioned that he sent over 1974 easements to the BPA regarding the sewer replacement in 1974, but Mr. Hess is still looking for the original easements for this sewer line. Mr. Rundo would like the sewer line easement to go smoothly with the residents and make sure the resident have a clear understanding why it is important to sign the sewer line easement plat. Ms. Matheney mentioned with a 12-inch line there is a 10ft sanitary sewer easement recorded on the plat. The other parcels on the plat do not show according to Ms. Matheney. Mr. Rundo will be communicating with the HOA president (Matt Jordan) of Umberfield to have residents understand the sewer line easement.

**New Business:**

Mr. Rundo mentioned Ms. Piotrowski would like to do the Geauga County Leadership Program in the Fall of 2023. Mr. Rundo mentioned the \$2500.00 should be budgeted for 2023 Fiscal year.

**Adjourn:**

Mr. Rundo moved to adjourn and Mr. Miller seconded. Meeting adjourned at 8:12PM.

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BPA Chairman

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Clerk