

BUTLER AREA SEWER AUTHORITY
ANNUAL MEETING AGENDA
Authority Office, 100 Litman Road, Butler, PA

FEBRUARY 11, 2020

Hassler
Henry
Sybert
McKnight
Patterson

1. CALL TO ORDER

2. PUBLIC COMMENT: AGENDA ITEMS (Time Limit – 5 Minutes)

3. ELECTION OF OFFICERS

Prior Year Board Officers: Gerald S. Patterson, Jr., Chairman
Cynthia S. McKnight, Vice Chairman
Kenneth L. Henry, Treasurer
Paul F. Sybert, Secretary
Edgar E. Hassler, Jr., Assistant Secretary/Treasurer

4. APPOINTMENT OF SOLICITOR (Prior Year: Dillon McCandless King Coulter & Graham)

5. APPOINTMENT OF CONSULTING ENGINEER (Prior Year: Hatch Engineers)

6. APPOINTMENT OF AUDITOR (Prior Year: Maher Duessel)

7. APPOINTMENT OF INSURANCE CONSULTANT (Prior Year: Bailey Raabe & Associates)

8. APPOINTMENT OF BOND ADVISOR (Consider, Susquehanna Group Advisors, Inc.)

9. APPROVAL OF MINUTES

A. January 14, 2020 Regular Meeting

10. APPROVAL OF WARRANTS/OTHER PAYMENTS

A. Invoice Warrant Lists of January 15, 2020 (Wire Transfer - \$62,774.47) January 23, 2020 (\$100,240.78), January 31, 2020 (\$38,735.88), February 11, 2020 (\$35,280.88), February 11, 2020 (Wire Transfer – to be distributed at meeting)

11. FINANCE DIRECTOR'S REPORT

A. Authority Fund Statements and Budget Report – January 31, 2020
B. Update on Investments
C. Summary of Semi-Annual Pension Committee Meeting Minutes

12. EXECUTIVE DIRECTOR'S REPORT

A. Plant Superintendent's Operations Report – January 2020
B. Field Superintendent's Operation Report – January 2020
C. Realty Transfer I&I Inspections Report – January 2020

BUTLER AREA SEWER AUTHORITY
ANNUAL MEETING AGENDA
Authority Office, 100 Litman Road, Butler, PA

FEBRUARY 11, 2020

Hasler
Henry
Schart
McKnight
Patterson

13. OPERATIONS DIRECTOR'S REPORT

- A. Sewer Tap-In Report – January 2020
- B. December 2019 Discharge Monitoring Report
- C. 2019 Annual Plant Performance Reports

14. CONSULTING ENGINEER REPORTS

- A. Authority Engineers Report
- B. CAP Update – HRG's Progress Report- January 2020

15. FISCAL AND CONTRACTUAL MATTERS

- A. Request Authorization to Advertise the Lime Dust Collector Installation Project– Contract 2020-1
- B. Request a Motion to Approve BNY Mellon Corporate Trust Fee Schedule - 2020 Bonds
- C. Request a Motion to Approve BNY Mellon Corporate Trust Facsimile/Email Agreement - 2020 Bonds
- D. Life and Long-Term Disability Insurance Renewal – Emerson Reid LLC- AXA

16. OLD BUSINESS

- A. Billing Dispute Resolved: 443 West Cunningham Street, Butler, Heather Gaal

17. NEW BUSINESS

- A. Consideration of Resolution No. 02-11-2020-1: Schedule of Fees
- B. Consideration of Resolution No. 02-11-2020-2 Right of Entry License Agreement with Bessemer and Lake Erie Railroad Company Agreements Regarding the Center Ave. Sewer Repair Project
- C. Consideration of Resolution No. 02-11-2020-3 Authorizing the Purchase of Electricity Supply Services Utilizing an Online Auction.

18. PUBLIC COMMENT: NON-AGENDA ITEMS (Time Limit – 5 Minutes)

19. EXECUTIVE SESSION - PERSONNEL

20. ADJOURNMENT

NEXT MEETING: TUESDAY, MARCH 10, 2020, 9:00 A.M.

BASA AUTHORITY OFFICE, 100 LITMAN ROAD, BUTLER 16001