

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

April 14, 2020

Hassler
Henry
Sibert
MacKnight
Patterson

*Join the Meeting with Zoom Video Conference* go to <https://zoom.us/> click on Join a Meeting, then enter Meeting ID 455-947-786, then Password 913424. To encourage social distancing and respect the Governor's stay at home order, the BASA Board will hold their meeting virtually via Zoom Video Conferencing. Public Comment can be addressed during the meeting by logging onto the Zoom Video Conference or emailing to [publiccomment@basapa.org](mailto:publiccomment@basapa.org). Public comments must be received prior to 8:30 a.m. April 14, 2020.

**1. CALL TO ORDER**

**ANNOUNCEMENT BY THE BOARD**

- A. Executive Session was Held on March 30, 2020 at 12:00 Noon to Discuss Personnel and Legal Matters

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

**3. APPROVAL OF MINUTES**

- A. March 10, 2020 Annual Meeting

**4. APPROVAL OF WARRANTS/OTHER PAYMENTS**

- A. Invoice Warrant Lists of: March 19, 2020 (\$91,471.95), April 1, 2020 (\$27,950.10), April 14, 2020 (ACH Transfer- \$61,295.57), April 14, 2020 (\$106,598.03)

**5. FINANCE DIRECTOR'S REPORT**

- A. Authority Fund Statements and Budget Report – March 31, 2020
- B. Investment Update
- C. Quarterly Accounts Receivable Summary – March 31, 2020
- D. Quarterly Customer Account Audit Report – April 8, 2020

**6. EXECUTIVE DIRECTOR'S REPORT**

- A. Plant Superintendent's Operations Report – March 2020
- B. Field Superintendent's Operations Report – March 2020
- C. Realty Transfer I&I Inspection's Report – March 2020

**7. OPERATIONS DIRECTORS REPORT**

- A. Sewer Tap –In-Reports – March 2020
- B. Discharge Monitoring Report – February 2020
- C. 2019 Annual Chapter 94 Report
- D. 2019 Annual Pretreatment Report

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**8. CONSULTING ENGINEERS' REPORTS**

- A. Authority Engineer's Monthly Report
- B. CAP Update – HRG's Progress Report – March 2020

**9. FISCAL AND CONTRACTING MATTERS**

- A. Consider Authorizing a Proposal from Process and Data Automation Associated for BASA's SCADA System Upgrades
- B. Consider Placing a Hold on Applying Penalty/Interest for the Second Quarter Billing and Respective Monthly Invoices
- C. Consider Awarding the Lime Dust Control Equipment, Contract 2020-1 to Reno Bros, Inc. In the Amount of \$157,853

**10. OLD BUSINESS**

**11. NEW BUSINESS**

- A. Consider a Financial Contribution to Butler City's Fire and Safety Fund

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

**13. ADJOURNMENT**

**14. EXECUTIVE SESSION – LEGAL MATTERS AND PERSONNEL**

**NEXT MEETING: TUESDAY, MAY 12, 2020, 9:00 A.M.**

**BASA AUTHORITY OFFICE, 100 LITMAN ROAD, BUTLER, PA**