

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

April 13, 2021

Braden
Calvert
Goepfert
Sybert
Patterson

*Join the Meeting with Zoom Video Conference* go to <https://zoom.us/> click on Join a Meeting, then enter Meeting ID **848 9348 3437**, then Password **535135**. To encourage social distancing, 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. on April 13, 2021.

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PUBLIC COMMENT: AGENDA ITEMS** (Time Limit – 5 Minutes)
- 4. APPROVAL OF MINUTES**
  - A. March 9, 2021 Regular Meeting
- 5. APPROVAL OF WARRANTS/OTHER PAYMENTS**
  - A. Periodic Estimate No.1, North Hills COG 2020-2021 CAP Sewer Rehab Project, \$30,006 (State Pipe Services, Inc.)
  - B. Invoice Warrant Lists: March 10, 2021 (ACH Transfer - \$57,336.12), March 17, 2021 (\$84,475.89), March 29, 2021 (\$66,599.61), April 13, 2021 (Capital - \$54,713.58) April 13, 2021 (\$82,967.70)
- 6. FINANCE DIRECTOR'S REPORT**
  - A. Authority Fund Statements and Budget Report – March 31, 2021
  - B. Investment Update
  - C. Quarterly Accounts Receivable Summary – March 31, 2021
  - D. Quarterly Customer Account Audit Report – April 7, 2021
- 7. OPERATIONS REPORTS**
  - A. Plant Superintendent's Operations Report – March 2021
  - B. Field Superintendent's Operations Report – March 2021
  - C. Realty Transfer I&I Inspection's Report – March 2021
  - D. Sewer Tap-In Report – March 2021
  - E. Discharge Monitoring Report – February 2021
  - F. 2020 Municipal Wasteload Management Report

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**8. ENGINEERING REPORTS**

- A. Authority Consulting Engineer’s Monthly Report
- B. CAP Update – March 2021

**9. FISCAL AND CONTRACTING MATTERS**

- A. Update on Refinancing the 2016 Sewer Revenue Bond

**10. OLD BUSINESS**

**11. NEW BUSINESS**

- A. Consider a Motion to Appoint Duane E. McKee, Executive Director as BASA’s Representative for the Butler County Council of Governments (COG).
- B. Consider Approving Resolution No. 04-13-2021-01, Schedule of Fees
- C. BASA Flexible Spending Account – Davevic COVID-19 FSA Election Form
- D. Overview of BASA’s Purchasing Policy

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

**13. ADJOURNMENT**

**NEXT MEETING: TUESDAY, MAY 11, 2021, 9:00 A.M.  
BASA AUTHORITY OFFICE, 100 LITMAN ROAD, BUTLER, PA**