

BUTLER AREA SEWER AUTHORITY
MINUTES OF THE JANUARY 11, 2022 REGULAR MEETING

The regular meeting of the Butler Area Sewer Authority (Authority) Board was held on Tuesday, January 11, 2022 at 9:00 a.m. at the Authority office located at 100 Litman Road, Butler, PA.

Authority Board Members Present:

- *Paul F. Sybert, Vice Chairman*
- *Lance R. Calvert, Secretary (arrived 9:02 a.m.)*
- *Mavrik W. Goepfert, Treasurer (arrived 9:02 a.m.)*
- *Steven C. Braden, Assistant Secretary and Treasure*
- *Fred M. Vero, Newly Appointed*

Staff, Consultants and Guests Present:

- *Duane McKee, Executive Director*
- *Ronata Lavorini, Finance Director*
- *Virginia Ferderber, Collections and Payables Coordinator*
- *Michael Hnath, Dillon McCandless King Coulter & Graham - Authority Solicitor*
- *Michael McKee, Hatch - Consulting Engineer*
- *Ed Latuska, Center Township Supervisor*
- *Joe Gray, Resident*
- *Ryan Hayes, PAWC Representative*
- *Paula Grubs, Butler Eagle*

1. CALL TO ORDER

- *Mr. Sybert called the meeting to order at 9:00 a.m.*
- *Mr. Sybert welcomed Mr. Vero, the newly appointed Butler Township Board member.*

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

- *None*

3. APPROVAL OF MINUTES

A. December 14, 2021 Regular Meeting

- *A motion was made by Mr. Sybert and seconded by Mr. Braden to approve the December 14, 2021 meeting minutes. Motion approved 3-0.*

4. APPROVAL OF WARRANTS/OTHER PAYMENTS

A. Change Order # 1 -Contract 2020-06, Sludge Thickener Upgrade Project, Time Extension of 137 days, (Bronder Technical Services), \$4,846.27

- *Mr. McKee recommend the Board approve Change Order #1 for a time extension with a cost of \$4,846.27 to Bronder Technical Services. Mr. McKee explained that the additional coast was related to delivery of the thickener equipment that has delayed the project.*

- *A motion was made by Mr. Vero and seconded by Mr. Calvert to approve Change Order # 1 to Bronder Technical Services in the amount of \$4,846.27. Motion approved 5-0.*
- B. Invoice Warrant Lists: December 15, 2021 (ACH - \$54,132.74), December 21, 2021 (\$342,692.84), December 21, 2021 (Capital - \$225,000), December 30, 2021 (\$23,842.11), January 11, 2022 (\$32,369.63) and January 11, 2022 (Capital - \$12,906.16)
- *Ms. Lavorini reviewed the above warrants, noting the payment for the new vector truck that was approved at a previous meeting.*
 - *A motion was made by Mr. Goepfert and seconded by Mr. Braden to approve the warrants listed. Motion approved 5-0.*

5. FINANCE DIRECTOR'S REPORT

A. Authority Fund Statements and Budget Report – December 31, 2021

- *Ms. Lavorini reviewed the Fund Statements and Budget Report dated December 31, 2021.*
- *Mr. Sybert asked if there were any questions from the Board. There were no questions.*

B. Investment Update

- *Ms. Lavorini informed the Board there has been no change in the status of PLGIT investments.*

C. Quarterly Accounts Receivable Summary – December 31, 2021

- *Ms. Lavorini reviewed the December 31, 2021 Quarterly Accounts Receivable Summary report.*
- *Mr. Sybert asked the Board if there were any questions. There were no questions.*

6. OPERATIONS REPORTS

A. Plant Superintendent's Operations Report -December 2021

- *Mr. McKee informed the Board that the reports were in their packages and asked if there were any questions. There were no questions.*

B. Field Superintendent's Operations Report – December 2021

- *See above.*

C. Realty Transfer I&I Inspection's Report - December 2021

- *See above.*

D. Sewer Tap-In Report - December 2021

- *There were five sewer tap permits issued: two new residential units, two no fee for repairs and one inspection only.*

E. Discharge Monitoring Report -November 2021

- *Mr. McKee reported that the wastewater treatment plant was in full compliance with all the NPDES permit discharge limits and monitoring requirements during November 2021. The plant's average daily flow was 4.174 MGD.*
- *Mr. McKee informed the Board that there were no sanitary sewer overflows in November.*

7. CONSULTING ENGINEERS' REPORTS

A. Authority Consulting Engineer's Monthly Report

- *Mr. Mike McKee informed the Board that the report was in their package and asked if there were any questions. The Board had no questions.*

B. CAP Update- HRG's Progress Report - December 2021

- *Mr. McKee informed the Board that HRG continues working on the 30% design drawings and that the project was still on schedule.*
- *Mr. Sybert asked if there were any questions on the report. The Board had no questions.*

8. FISCAL AND CONTRACTING MATTERS

A. Consider Approving North Hills Council of Governments 2022 Associated Membership Dues of \$1,000

- *Mr. McKee requested the Board authorize the North Hills Council of Governments 2022 Associate annual membership fee of \$1,000.*
- *A motion was made by Mr. Braden and seconded by Mr. Calvert to approve payment of \$1,000 for the 2022 North Hills Council of Governments Associate membership. Motion approved 5-0.*

B. Annual Renewal of Tyler Technologies MUNIS Accounting Software \$28,306

- *Ms. Lavorini requested the Board approve payment for the 2022 Tyler Technologies Munis accounting software in the amount of \$28,306.*
- *A motion was made by Mr. Vero and seconded by Mr. Sybert to approve payment for the 2022 Tyler Technologies Munis accounting software in the amount of \$28,306. Motion approved 5-0.*

9. OLD BUSINESS

- *No old business*

10. NEW BUSINESS

A. Authorize the Executive Director to Sign all Paperwork Necessary to Purchase and Transfer Vehicles Sold

- *A motion was made by Mr. Goepfert and seconded by Mr. Calvert to authorize the Vice Chairman to sign the letter authorizing the Executive Director to sign all the necessary paperwork to purchase and transfer vehicles. Motion approved 5-0.*

B. Request Authorization to Advertise the On-Line Auction of Surplus Vehicles and Equipment with Muncibid

- *Mr. McKee requested the Board authorize the advertisement of an on online auction through Munidid for the sale of surplus vehicles and equipment. All the bid items have a reserve price and will not be sold unless the reserve is met. The value of the sale is expected to reach approximately \$110,000. The final auction results will be shared with the Board next month.*
- *A motion was made by Mr. Vero and seconded by Mr. Braden to authorize the advertisement of the online auction of surplus vehicles and equipment. Motion approved 5-0.*

C. Consider Approving the Low-Income Household Water Assistance Program (LIHWAP) Vendor Agreement

- *Mr. McKee requested the Board authorize the Low-Income Household Water Assistance Program Vendor Agreement. This is a PA State run grant program to assist low-income families with paying their sewer bill. The grants do not need repaid to the State.*
- *A motion was made by Mr. Goepfert and seconded by Mr. Sybert to approve the Low-Income Household Water Assistance Program Vendor Agreement. Motion approved 5-0.*

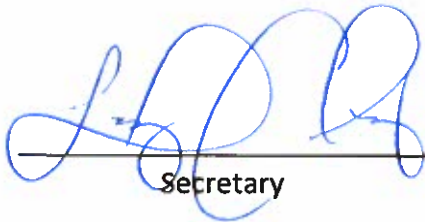
11. PUBLIC COMMENT: NON-AGENDA ITEMS (Time Limit – 5 Minutes)

- *Mr. Gray as a resident, city engineer, and business owner, with a consider amount of sewer bills,*

wanted to thank, and commend the BASA Board members who had the courage to buck the establishment and vote to allow the purchase (offer) of the sewer system. At this point, allowing the offer to be made is simply just that; allowing an offer to be made. It is unfortunate that such a simple motion was met with such opposition and stonewalling but the current Board will move this opportunity forward. Now we will see what the Butler system is worth in terms of the offer and what PAWC proposes to manage the system in the coming future. If the price is fair and equitable and the terms benefit the community, customers, and the employees we should all support the sale. If not, then the system can remain as it is, and this process will have proven to be educational. Thank you.

12. ADJOURNMENT

- A motion was made by Mr. Goepfert seconded by Mr. Sybert to adjourn the Regular Meeting at 9:17 a.m. Motion approved 5-0.



Secretary



Date

**NEXT MEETING: TUESDAY, FEBRUARY 8, 2022 at 9:00 A.M.
AUTHORITY OFFICE, 100 LITMAN ROAD, BUTLER, PA**