

BUTLER AREA SEWER AUTHORITY
MINUTES OF THE APRIL 12, 2022 REGULAR MEETING

The regular meeting of the Butler Area Sewer Authority (BASA) Board was held on Tuesday, April 12, 2022 at 9:00 a.m. at the Authority office located at 100 Litman Road, Butler, PA.

Authority Board Members Present:

- *Paul F. Sybert, Chairman*
- *Fred M. Vero, Vice Chairman*
- *Mavrik W. Goepfert, Treasurer*
- *Lance R. Calvert, Secretary*
- *Steven C. Braden, Assistant Secretary and Treasure (arrived at 9:20 a.m.)*

Staff, Consultants and Guests Present:

- *Duane McKee, Executive Director*
- *Ronata Lavorini, Finance Director*
- *Evan Oswald, Superintendent of Engineering Services*
- *Virginia Ferderber, Collections and Payables Coordinator*
- *Michael Hnath, Dillon McCandless King Coulter & Graham - Authority Solicitor*
- *Collin Lampark, Hatch - Consulting Engineer*
- *Ryan Hayes, Pennsylvania American Water Company (PAWC)*
- *Sam Zurzolo, Butler Township*
- *Paula Grubbs, Bulter Eagle*

1. WELCOME

- Mr. Sybert welcomed the attendees to the April 12, 2022 Regular Board Meeting

2. CALL TO ORDER

- *Mr. Sybert called the meeting to order at 9:00 a.m.*

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

- *No Public Comment*

4. APPROVAL OF MINUTES

A. March 8, 2022 Regular Meeting

- *A motion to approve the March 8, 2022 meeting minutes, was made by Mr. Goepfert and seconded by Mr. Vero. Motion approved 4-0.*

5. APPROVAL OF WARRANTS/OTHER PAYMENTS

A. Change Order No. 2, Contract 2020-02, Sludge Thickener Upgrade, add \$36,394.13 (Ray Showman Jr. Excavating, Inc.)

- *Mr. Oswald reviewed change order no. 2 for the Sludge Thickener Upgrade Project and recommended approval of the \$36,394.13 change order to Ray Showman Jr. Excavating, Inc.*

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- *A motion was made by Mr. Vero and seconded by Mr. Calvert to approve change order no. 2 in the amount of \$36,394.13 to Ray Showman Jr. Excavating, Inc. for the Sludge Thickener Upgrade Project. Motion approved 4-0.*
- B. Periodic Estimate No. 4, Contract No. 2020-06, Sludge Thickener Upgrade, \$2,865.52 (Bronder Technical Services)
 - *Mr. Oswald reviewed periodic estimate no. 4 for the Sludge Thickener Upgrade Project and recommended payment of \$2,865.52 to Bronder Technical Services.*
 - *A motion was made by Mr. Vero and seconded by Mr. Sybert to approve payment of estimate no. 4 in the amount of \$2,865.52 to Bronder Technical Services for the Sludge Thickener Upgrade Project. Motion approved 4-0.*
- C. Periodic Estimate No. 3, Contract No. 2020-02, Sludge Thickener Upgrade, \$48,187.91 (Ray Showman Jr. Excavating, Inc.)
 - *Mr. Oswald reviewed periodic estimate no. 3 for the Sludge Thickener Upgrade Project and recommended payment of \$48,187.91 to Ray Showman Jr. Excavating, Inc.*
 - *A motion was made by Mr. Sybert and seconded by Mr. Vero to approve payment of estimate no. 3 in the amount of \$48,187.91 to Ray Showman Jr. Excavating, Inc. for the Sludge Thickener Upgrade Project. Motion approved 4-0.*
- D. Invoice Warrant Lists of March 9, 2022 (ACH \$54,598.25), March 15, 2022 (\$115,053.45), March 24, 2022 (\$44,664.83), March 31, 2022 (\$38,539.28), April 12, 2022 (\$56,352.01), April 12, 2022 (Capital - \$73,495.03)
 - *Mrs. Lavorini reviewed the warrants listed above.*
 - *A motion was made by Mr. Vero and seconded by Mr. Calvert to approve the warrants listed. Motion approved 4-0.*

6. FINANCE DIRECTOR'S REPORT

- A. Authority Fund Statements and Budget Report – March 31, 2022
 - *Ms. Lavorini reviewed the Authority Fund Statements and Budget Report through the month ending March 31, 2022.*
- B. Investment Update
 - *Ms. Lavorini informed the Board there has been a slight improvement in the returns of PLGIT investments. She will continue to monitor the rates as interest rate hikes are anticipated.*
- C. Quarterly Accounts Receivable Summary – March 31, 2022
 - *Ms. Lavorini reviewed the quarterly accounts receivable summary.*

7. OPERATIONS REPORTS

- A. Plant Superintendent's Operations Report – March 2022
 - *Mr. McKee informed the Board that the operation reports were in their packages. Mr. McKee then asked if there were any questions. There were no questions.*

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B. Field Superintendent's Operations Report- March 2022

- *See above.*

C. Realty Transfer I&I Inspection's Report – March 2022

- *See above.*

D. Engineering Services Report – March 2022

- *See above.*

E. Sewer Tap-In Report – March 2022

- *Mr. McKee reviewed the sewer tap-in report for March 2022. There were ten sewer tap permits issued eight new residential permits, one no fee permit for repairs and one inspection only.*

F. Discharge Monitoring Report – February 2022

- *Mr. McKee reported that the wastewater treatment plant was in full compliance with all the NPDES Permit discharge limits and monitoring requirements during February 2022. The plant's average daily flow was 11.557 MGD.*
- *Mr. McKee informed the Board that there were seven overflows on February 17, and four overflows on February 25. The overflows were caused by excessive rain and snow melt. A complete overflow report was provided to the Board outlining the locations. All the sanitary overflows were reported to DEP.*

G. A motion was made by Mr. Vero and seconded by Mr. Calvert, Motion Approved 4-0, to add the License Agreement with Eric J. Nagy and Michele L. Nagey of 153 Autumn Drive to the Agenda.

- *Mr. McKee explained to the Board that the License Agreement was a standard agreement that allows the homeowner to infringe on a sewer easement with certain conditions.*
- *A motion was made by Mr. Calvert and seconded by Mr. Sybert to approve the License Agreement. Motion approved 4-0.*

8. CONSULTING ENGINEERS' REPORTS

A. Authority Engineer's Monthly Report

- *Mr. Lampark stated that the consultant's engineering report was in the Board package and asked if there were any questions.*
- *The Board had no questions.*

B. CAP Update – HRG's Progress Report - March 2022

- *Mr. Oswald informed the Board that HRG and Staff worked through several design issues, but the project is still on schedule. HRG continues to work on permitting and the 30 percent drawings are expected very soon.*

9. FISCAL AND CONTRACTUAL MATTERS

A. Consider Awarding a Professional Design Proposal for Advanced SCADA Implementation at Remote Sites to Process and Data Automation LLC, not to Exceed Amount of \$30,535.

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- *Mr. McKee requested the Board approve the professional design proposal for the advanced SCADA implementation at the remote sites to Process and Data Automation in the amount of \$30,535.*
 - *A motion was made by Mr. Vero and seconded by Mr. Goepfert to approve the professional design proposal for the advanced SCADA implementation at remote sites to Process and Data Automation in the amount of \$30,535.*
- B. Authorize Advertisement of Contract No. 2022-1, Sewage Sludge Hauling and Disposal
- *Mr. McKee requested that the Board Authorize the advertisement of Contract no. 2022-1, sewage sludge hauling and disposal. This is a two-year contract with a third-year option.*
 - *A motion was made by Mr. Sybert and seconded by Mr. Vero to approve the advertisement of Contract no. 2022-1 sewage sludge hauling. Motion approved 4-0.*
- C. Consider Award, Contract 2021-03, Rock Lick Pump Station Improvements to Utilities Contracting Inc., \$252,000
- *Mr. Oswald requested the Board award Contract 2021-03, the Rock Lick Pump Station Improvements, to Utilities Contracting Inc. in the amount of \$252,000.*
 - *A motion was made by Mr. Vero and seconded by Mr. Sybert to award Contract 2021-03, the Rock Lick Pump Station Improvements, in the amount of \$252,000. Motion approved 4-0.*

10. OLD BUSINESS

- A. Municipal Online Auction of Surplus Vehicles and Equipment Results
- *Mr. McKee informed the Board that the recent online auction of surplus equipment yielded a \$2,105 profit. The estimated value was \$1,503.*
- B. Consider Approving Resolution 4-12-2022-1, Authorizing the Chairman to Sign the Cost Sharing Agreement with PennDOT for State Route 0068 – Section 290 Sewer Line Work
- *Mr. McKee requested the Board approve Resolution 4-12-2022-1. authorizing the Chairman to sign the Cost Sharing Agreement with PennDOT for State Route 0068 – Section 290.*
 - *A motion was made by Mr. Vero and seconded by Mr. Calvert to approved Resolution 4-12-2022-1 authorizing the Chairman to sign the Cost Sharing Agreement with PennDOT for State Route 0068 – section 290 sewer line work. Motion approved 5-0.*

11. NEW BUSINESS

- A. Request Authorization to Proceed with Installation of Chlorine Contact Pump, \$11,125
- *Mr. McKee requested authorization to proceed with the quote for the installation of the chlorine contact pump to Total Equipment Company in the amount of \$11,125.*
 - *A motion was made by Mr. Goepfert and seconded by Mr. Sybert to award the installation of the chlorine pump to Total Equipment Company in the amount of \$11, 125. Motion approved 5-0.*

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- B. Request Authorization to Proceed with Installation of Ceiling in MCC and Control Room, \$16,800
- Mr. McKee requested authorization to proceed with the quote for the installation of a ceiling in the MCC and control room to Timbers Building Co. in the amount of \$16,800.
 - A motion was made by Mr. Braden and seconded by Mr. Vero to award the installation of a ceiling in the MCC and control room to Timbers Building Co. in the amount of \$16,800. Motion approved 5-0.
- C. Request Authorization to Proceed with Purchase of Mobus TCP Gateways for Remote Stations SCADA, \$15,243.17
- Mr. McKee requested authorization to proceed with the purchase of Mobus TCP Gateways from Tri State Supply Co. in the amount of \$15,243.17.
 - A motion was made by Mr. Vero and seconded by Mr. Braden to approve the purchase of Mobus TCP Gateways from Tri State Supply Co. in the amount of \$15,243.17. Motion approved 5-0.
- D. Request Authorization to Proceed with Installation of Emergency Lighting in the Tunnels, \$10,000
- Mr. McKee requested authorization to proceed with the purchase and installation of emergency lighting in the tunnels from DRS Electrical Services in the amount of \$10,000.
 - A motion was made by Mr. Braden and seconded by Mr. Calvert to approve the purchase and installation of emergency lighting in the tunnels to DRS Electrical Services in the amount of \$10,000. Motion approved 5-0.
- E. Consider Private Sale of Surplus Equipment
- Mr. McKee explained that the survey equipment was advertised with the Municibid auction on two separate occasions. The Authority can now sell the survey equipment to a private party. We received an offer to purchase the survey equipment for the Municibid auction hold price of \$7,000. Therefore, if the Board so desires, please approve the sale of the survey equipment to a private party in the amount of \$7,000.
 - A motion was made by Mr. Vero and seconded by Mr. Braden to sell the survey equipment to a private party for \$7,000. Motion approved 5-0.
- F. Consider Approving Resolution 4-12-2022-2, Authorizing the Chairman to Sign the Cost Sharing Agreement with PennDOT for Karns Crossing Project, State Route 0068 – Section 253 Sewer Line Work
- Mr. McKee requested the Board approve Resolution 4-12-2022-2, authorizing the Chairman to sign the cost sharing agreement with PennDOT for the Karns Crossing Project on State Route 0068 – Section 253 for sewer line work. PennDOT will cover 70% and BASA 30% of the costs for the sewer line work.
 - A motion was made by Mr. Vero and seconded by Mr. Goepfert to approve Resolution 4-12-2022-2 authorizing the Chairman to sign the cost sharing agreement with PennDOT for the Karns Crossing Project on State Route 0068 – Section 253 for sewer line work. Motion approved 5-0.

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G. Consider Authorizing Chairman to Sign Cost Sharing Agreement with PennDOT for the Karns Crossing Project, State Route 0068 – Section 253 Sewer Line Relocation Work.

- *Mr. McKee requested the Board sign the cost sharing agreement with PennDOT for the Karns Crossing Project on State Route 0068 – Section 253. PennDOT will cover 70% and BASA 30% of the costs of the sewer line work.*
- *A motion was made by Mr. Goepfert and seconded by Mr. Sybert to approve the cost sharing agreement with PennDOT for the Karns Crossing Project on State Route 0068 – Section 253. Motion approved 5-0.*

H. Request Authorization to Purchase Penn Valley Chlorine Pump, \$30,057, Costars #370260

- *Mr. McKee requested the Board approve the purchase of a chlorine pump from Penn Valley Pump Co. in the amount of \$30,057 utilizing Costars Contract #370260.*
- *A motion was made by Mr. Braden and seconded by Mr. Sybert to approve the purchase of the chlorine pump from Penn Valley Pump Co. in the amount of \$30,057 using Costars Contract #370260. Motion approved 5-0.*

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

- *Mr. Zurzolo asked why there were so many overflows, are the pumps or tanks not big enough?*
- *Mr. McKee responded that there are no tanks at the locations of the overflows. The Pumps are not big enough to handle the wet weather flow. Many of the overflows were in the CAP area and are being addressed with DEP. BASA is utilizing the NHCOG to investigate and repair the sewer system in the other areas that experienced overflows. The number of overflows is related to how much rain we get, the soil conditions and other environmental factors. We experienced large amount of rain along with snow melt in February that caused excessive wet weather flow (I&I) which resulted in several sanitary sewer overflows at the pump stations.*
- *Mr. Zurzolo asked for a copy of the overflow report. Mr. McKee acknowledged and will send Mr. Zurzolo a copy of the overflow report that was provided to the Board.*

13. EXECUTIVE SESSION

- *All five Board Members, Mr. Hnath, Ms. Lavorini and Mr. McKee met in an Executive Session to discuss legal and personnel matters at 9:30 a.m.*
- *The Board resumed the regular meeting session at 9:48 a.m.*

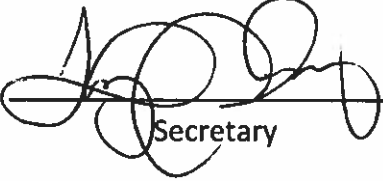
14. REGULAR SESSION

- A. A motion was made by Mr. Vero and seconded by Mr. Calvert to add the promotion of Rich DiBiase to Plant Superintendent and the hiring of Seth Campbell as the new Sewer Maintenance Superintendent to the Agenda. Both Mr. Dennis Mike and Mr. Tim (Paul) Amerson are retiring.**
- *A motion was made by Mr. Sybert and seconded by Mr. Braden to promote Rich DiBiase to Plant Superintendent with an annual salary of \$85,000 and to hire Seth Campbell as the Sewer Maintenance Superintendent with an annual salary of \$85,000. Motion approved 5-0.*

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15. ADJOURNMENT

- *A motion was made by Mr. Vero and seconded by Mr. Calvert to adjourn the Regular Meeting at 9:53 a.m. Motion approved 5-0.*



Secretary

5-10-22

Date

**NEXT MEETING: TUESDAY, MAY 10, 2022 at 9:00 A.M.
BASA AUTHORITY OFFICE, 100 LITMAN ROAD, BUTLER, PA**

