

BUTLER AREA SEWER AUTHORITY
MINUTES OF THE MARCH 14, 2023 ANNUAL MEETING

The regular meeting of the Butler Area Sewer Authority (BASA) Board was held on Tuesday, March 14, 2023 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*
- *Mavrik W. Goepfert, Treasurer*
- *Fred M. Vero, Recently Appointed*
- *Steven C. Braden, Assistant Secretary and Treasure*
- *Lance R. Calvert, Secretary*

Staff, Consultants and Guests Present:

- *Duane McKee, Executive Director*
- *Evan Oswald, Superintendent of Engineering Services*
- *Virginia Ferderber, Finance Director*
- *Michael Hnath, Dillon McCandless King Coulter & Graham - Authority Solicitor*
- *Collin Lampark, Hatch - Consulting Engineer*

1. WELCOME

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)

- *None*

4. APPROVAL OF MINUTES

A. February 14, 2023 Regular Meeting

- *A motion to approve the February 14, 2023 meeting minutes was made by Mr. Braden and seconded by Mr. Vero. Motion approved 5-0.*

5. APPROVAL OF WARRANTS/OTHER PAYMENTS

A. Invoice Warrant Lists of February 15, 2023 (ACH \$50,778.28), February 21, 2023 (\$58,479.19), March 3, 2023 (\$42,057.26), March 14, 2023 (\$151,018.67), and March 14, 2023 (Capital - \$2,460.00)

- *Ms. Ferderber reviewed the warrants listed above.*
- *A motion was made by Mr. Vero and seconded by Mr. Braden to approve the warrants listed. Motion approved 5-0.*

6. FINANCE DIRECTOR'S REPORT

A. Authority Fund Statements and Budget Report – February 28, 2023

- *Ms. Ferderber reviewed the Authority Fund Statements and Budget Report for the month of February.*

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B. Investment Update

- *Ms. Ferderber informed the Board that one investment totaling \$250,000 had matured during the month of February. There will be no new investments this year.*
- *Mr. Hnath suggested the Board consider short term CD's if the interest rates are good.*
- *Board then discussed investing in a short term, 30 or 60 day CD*
- *Ms. Ferderber said she would look into the options available for short term CD's with PLIGIT.*

7. OPERATIONS REPORTS

A. Plant Superintendent's Operations Report – February 2023

- *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- February 2023

- *See above.*

C. Realty Transfer I&I Inspection's Report – February 2023

- *See above.*

D. Engineering Services Report – February 2023

- *See above.*

E. Sewer Tap-In Report – February 2023

- *Mr. McKee reviewed the sewer tap-in report for February 2023. There were six sewer tap permits issued, four residential, one commercial and one inspection only.*

F. Discharge Monitoring Report – January 2023

- *Mr. McKee reported that the wastewater treatment plant was in full compliance with all the NPDES Permit discharge limits and monitoring requirements during January 2023. The plant's average daily flow was 9.374 MGD.*
- *There were two overflows in January 2023. From Monday, January 2nd to Tuesday, January 3rd, BASA logged 1.37 inches of rainfall at the wastewater treatment facility. First overflow was MH 5657. It was found actively overflowing around 1:20 pm. The Crew responded by jetting the downstream sewer mainline and removing the obstruction, this resolved the overflow. Second location was at Greenwood Pump Station. The overflow was caused by hydraulic overload and a pump malfunction due to debris buildup. The Crew responded to the pump station and was able to clear the pump and resolve the overflow.*
- *BASA notified DEP and cleaned up any solids that were present and neutralized both sites with lime.*

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8. CONSULTING ENGINEERS' REPORTS

A. Authority Engineer's Monthly Report

- *Mr. Lampark said the consultant 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 - February 2023

- *Mr. Oswald informed the Board that HRG continues to work on drawings and permitting. The project is on schedule.*

9. FISCAL AND CONTRACTING MATTERS

A. Consider Purchase from Sabre Equipment Inc., Furnish and Install Dual Wheel Service Body, Liftmoore Crane and Appurtenances, Costars #E22-414, \$75,636.00

- *Mr. McKee request the Board consider the purchase and installation of a dual wheel service body, with Liftmoore crane and appurtenances from Sabre Equipment. The purchase is through Costars Contract #E22-414 in the amount of \$75,636.00*
- *A motion was made by Vero and seconded by Mr. Braden to approve the purchase and installation of a dual wheel service body, with Liftmoore crane and appurtenances from Sabre Equipment in the amount of \$75,636.00. Motion approved 5-0.*

10. OLD BUSINESS

A. Municibid Online Auction Results

- *Mr. McKee reviewed the Municibid online auction results for the sale of a 2009 Ford pickup truck and a Baldor electric drive motor. The sale prices exceeded the reserve price, so the Board does not have to take any action.*

11. NEW BUSINESS

A. Consider Authorizing Amended Utility Relocation Reimbursement Agreement for State Route 0068 – Section 290 Sewer Line Work

- *Mr. Oswald reviewed the amended Utility Relocation Agreement for the State Route 0068 – Section 290. The bid prices came in higher than estimated. Mr. Oswald requested the Board approve the amended agreement to reflect the new bid prices. The agreement is still a 25% Authority and 75% PennDOT match.*
- *A motion was made by Mr. Braden and seconded by Mr. Goepfert to approve the amended Utility Relocation Agreement for State Route 0068 – Section 290 sewer work. Motion approved 5-0.*

B. Deshon Pump Station Force Main Emergency Repair Declaration

- *Mr. McKee introduced the emergency declaration prepared by Hatch for the Deshon force main repair.*

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- *A motion was made by Mr. Calvert and seconded by Mr. Vero to acknowledge the emergency declaration prepared by Hatch for the Deshon force main repair. Motion approved 5-0.*

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

- *None*

13. ADJOURNMENT

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



Secretary

4-11-2023
Date

**NEXT MEETING: TUESDAY, APRIL 11, 2023 at 9:00 A.M.
BASA AUTHORITY OFFICE, 100 LITMAN ROAD, BUTLER, PA**