

BUTLER AREA SEWER AUTHORITY
MINUTES OF THE JANUARY 9, 2024 REGULAR MEETING

The regular meeting of the Butler Area Sewer Authority (BASA) Board was held on Tuesday, January 9, 2024 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*
- *Lance R. Calvert, Secretary*

Absent:

- *Steven C. Braden, Assistant Secretary and Treasurer*
- *Mavrik W. Goepfert, Treasurer*

Staff, Consultants and Guests Present:

- *Duane McKee, Executive Director*
- *Virginia Ferderber, Finance Director*
- *Michael Hnath, Dillon McCandless King Coulter & Graham - Authority Solicitor*
- *Collin Lampark, Hatch - Consulting Engineer*
- *Eddie Trizzino, Butler Eagle*

1. CALL TO ORDER

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

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

- *None*

3. APPROVAL OF MINUTES

A. December 12, 2023 Regular Meeting

- *A motion to approve the December 12, 2023 meeting minutes was made by Mr. Sybert and seconded by Mr. Vero.*
- *Mr. Hnath requested the memo regarding the non-union staff wages for 2024 be added to the meeting minutes. Mr. McKee acknowledged that the memo will be added.*
- *Motion approved 3-0.*

4. APPROVAL OF WARRANTS/OTHER PAYMENTS

A. North Hills COG 2023-2024, Periodic Estimate No. 1, Manhole Rehabilitation & CCTV, (State Pipe Services, Inc.), \$167,770.30

- *Mr. McKee requested the Board authorize payment number 1 to State Pipe Contracting in the amount of \$167,770.30.*
- *A motion was made by Mr. Vero and seconded by Mr. Calvert to approve payment number 1 to State Pipe Contracting in the amount of \$167,770.30. Motion approved 3-0.*

B. Invoice Warrant Lists of December 18, 2023 (\$110,136.91), December 27, 2023 (ACH \$58,405.46), December 27, 2023 (\$93,565.80), December 28, 2023 (\$38,911.29) January 9, 2024 (\$141,074.35), January 9, 2024 (Capital - \$187,146.40)

- *Ms. Ferderber reviewed the warrants listed above.*

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- *A motion was made by Mr. Sybert and seconded by Mr. Vero to approve the warrants listed. Motion approved 3-0.*

5. FINANCE DIRECTOR'S REPORT

A. Authority Fund Statements and Budget Report – December 31, 2023

- *Ms. Ferderber reviewed the Authority Fund Statement and Budget Report for the month of December.*

B. Quarterly Accounts Receivable Summary – December 31, 2023

- *Ms. Ferderber reviewed the December 31, 2023 quarterly accounts receivable summary and asked the Board if they had any questions.*
- *The Board had no questions.*

6. OPERATIONS REPORTS

A. Plant Superintendent's Operations Report – December 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- December 2023

- *See above.*

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

- *See above.*

D. Engineering Services Report – December 2023

- *See above.*

E. Sewer Tap-In Report – December 2023

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

F. Discharge Monitoring Report – November 2023

- *Mr. McKee reported that the wastewater treatment plant was in full compliance with all the NPDES Permit discharge limits and monitoring requirements during November 2023. The plant's average daily flow was 4.858 MGD.*
- *There was one overflow in the month of November. On Wednesday, November 22, 2023 BASA staff was notified of an active SSO occurring from manhole #2482. Staff immediately responded to the event and used the hydro jetter to remove the obstruction causing the SSO to stop. The SSO was the result of rags, roots, and inflow/infiltration caused by 1.1" of rainfall received over a twenty-four-hour period preceding the event. BASA Staff returned to the site on Monday, November 27, 2023 to clean up any solids that may be present, spread lime where it is needed, and assess the local mainline segments using CCTV. It was determined that further mainline cleaning is necessary to remove roots downstream of manhole #2482.*

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7. CONSULTING ENGINEERS' REPORTS

A. Authority Engineer's Monthly Report

- *Mr. Lampark provided the consultant engineering report to the Board and asked if the Board had any questions. The Board had no questions.*

B. CAP Update – HRG's Progress Report – December 2023

- *Mr. McKee informed the Board that the quarterly update is due to DEP, and we will be asking for a revised schedule. Due to circumstances out of our control, the schedule for the bidding of the Fisher, Brewster and Brewster Booster pump stations cannot be met. The Asset Purchase Agreement requires PAWC to pay for the CAP, and with the delay in the closing the project cannot be bid. The quarterly report will be submitted this week, and we should have a response back from the DEP before the February meeting.*

8. FISCAL AND CONTRACTING MATTERS

A. Consider Award of Professional Lab Services to CWM Environmental

- *Mr. McKee requested the Board approve the one-year professional lab services contract to CWM Environmental.*
- *A motion was made by Mr. Sybert and seconded by Mr. Calvert to approve the one-year professional lab services contract to CWM Environmental. Motion approved 3-0.*

9. OLD BUSINESS

- *None*

10. NEW BUSINESS

A. Consideration of Resolution No. 01-09-2024-01 Authorizing the Purchase of Natural Gas Supply Services Utilizing an Online Auction.

B. Consideration of Resolution No. 01-09-2024-02 Authorizing the Purchase of Electricity and Supply Services Utilizing an Online Auction.

- *Mr. McKee addressed both Items 11A and 11B. The natural gas contract expires in April and the electricity contract expires in December. Natural gas prices are at a four-year low and electricity is tracking very closely. However, we have several months to monitor the electricity rates. Keeping in mind the economy is still very volatile with the war in the Middle East and the presidential election coming up.*
- *Mr. McKee requested the Board approve Resolution No. 01-09-2023-01 for the auction of natural gas and to table Resolution No. 01-09-2024-02 for the auction of electricity.*
- *A motion was made by Mr. Vero and second by Mr. Calvert to authorize the auction for natural gas and to table the auction for the electricity. Motion approved 3-0.*

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

- *None*

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12. ADJOURNMENT

- *A motion was made by Mr. Calvert and seconded by Mr. Vero to adjourn the meeting at 9:15 a.m.*
- *Mr. Sybert then indicated that the Board would be entering into an executive session to discuss pending litigation but would not be returning to a regular session.*
- *Motion approved 3-0*



Secretary

2/13/24

Date

**NEXT MEETING: TUESDAY, FEBRUARY 13, 2024 AT 9:00 A.M.
MEETING TO BE HELD AT 100 LITMAN ROAD, BUTLER PA 16001**