

BUTLER AREA SEWER AUTHORITY
MINUTES OF THE MAY 14, 2024 REGULAR MEETING

The regular meeting of the Butler Area Sewer Authority (BASA) Board was held on Tuesday, May 14, 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*
- *Steven C. Braden, Assistant Secretary and Treasurer (arrived at approx. 9:20 a.m.)*
- *Mavrik W. Goepfert, Treasurer*

Absent:

- *Lance R. Calvert, Secretary*

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*
- *Juanita & Roger Collins, 479 Ziegler Ave., Butler*
- *Sam Zurzolo, Butler Township on behalf of 401 E. Pearl Street*

1. CALL TO ORDER

- *Mr. Sybert called the meeting to order at 9:07 a.m.*

2. ANNOUNCEMENT OF EXECUTIVE SESSION

- A. *Members of the Board and Staff met in executive session on April 9, 2024 from 9:30 a.m. to approximately 10:30 a.m., to discuss legal matters.*
- B. *Members of the Board met in executive session (via TEAMS) with Special Council on April 26, 2024 from 5:00 p.m. to approximately 5:30 p.m., to discuss pending litigation and legal matters.*

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

- *Item 11 B – 479 Ziegler Ave, Juanita & Roger Collins Sewer Back up Claim*
- *Mrs. Collins spoke regarding their sewage back up April 11, 2024. The insurance claim was denied by her homeowner's insurance and the Authority's insurance. They had a backup in 2019. The Authority installed a backwater valve and they still got sewage in the basement. The problem started when the new pump station was built. They lost the renter, the hot water heater, furnace, and dryer. She asked the Board to please reconsider the claim and to think of it as their house.*
- *The Board thanked her for her comments and said someone would get back to them.*

4. APPROVAL OF MINUTES

A. April 9, 2024 Regular Meeting

- *A motion was made by Mr. Sybert and seconded by Mr. Goepfert to approve the April 9, 2024 Meeting Minutes. Motion approved 3-0.*

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5. APPROVAL OF WARRANTS/OTHER PAYMENTS

- A. North Hills COG 2023-2024, Change Order #1, Manhole Rehabilitation & CCTV, (State Pipe Services, Inc.), \$56,000
- *Mr. McKee requested the Board approve Change Order #1 for the Manhole Rehabilitation & CCTV Service to State Pipe Service in the amount of \$56,000.*
 - *A motion was made by Mr. Sybert and second by Mr. Vero to approve Change Order #1 to the Manhole Rehabilitation & CCTV Service to State Pipe Service in the amount of \$56,000. Motion approved 3-0.*
- B. North Hills COG 2023-2024, Periodic Estimate No. 3, Manhole Rehabilitation & CCTV, (State Pipe Services, Inc.), \$61,700.60
- *Mr. McKee requested the Board approve the North Hills COG 2023-2024 periodic estimate No. 3 for manhole rehabilitation & CCTV to State Pipe Services, Inc. in the amount of \$61,700.60.*
 - *A motion was made by Mr. Goepfert and seconded by Mr. Vero to approve the North Hills COG 2023-2024 periodic estimate No. 3 for manhole rehabilitation & CCTV to State Pipe Services, Inc. in the amount of \$61,700.60. Motion approved 3-0.*
- C. Invoice Warrant Lists of April 10, 2024 (ACH \$54,332.01), April 16, 2024 (\$164,333.25), April 25, 2024 (\$52,396.43), May 2, 2024 (\$41,394.94), May 3, 2024 (\$915.50), May 14, 2024 (\$1,498,426.21), May 14, 2024 (Cap-\$72,532.85)
- *Ms. Ferderber reviewed the warrants listed above.*
 - *A motion was made by Mr. Sybert and seconded by Goepfert to approve the warrants listed. Motion approved 3-0.*

6. FINANCE DIRECTOR'S REPORT

- A. Authority Fund Statements and Budget Report –April 30, 2024
- *Ms. Ferderber reviewed the Authority Fund Statement and Budget Report for the month of April.*

7. OPERATIONS REPORTS

- A. Plant Superintendent's Operations Report – April 2024
- *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- April 2024
- *See above.*
- C. Realty Transfer I&I Inspection's Report – April 2024
- *See above.*
- D. Engineering Services Report – April 2024
- *See above.*
- E. Sewer Tap-In Report – April 2024
- *Mr. McKee reviewed the sewer tap-in report for April 2024. There were five sewer tap permits issued, all five were residential taps.*
- F. Discharge Monitoring Report –March 2024

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- *Mr. McKee reported that the wastewater treatment plant was in full compliance with all the NPDES Permit discharge limits and monitoring requirements during March 2024. The plant's average daily flow was 8.721 MGD.*
- *There were no overflows in March 2024.*

8. 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 – April 2024

- *Mr. McKee informed the Board that the project is on schedule. Mr. McKee asked if the Board had any questions.*
- *The Board had no questions.*

9. FISCAL AND CONTRACTING MATTERS

A. Consider Approving CAP Pump Station Upgrades, Supplement #4, Additional Land Acquisition, \$25,317.01

- *Mr. McKee requested the Board consider approving CAP Pump Station Upgrades, Supplement #4, for Additional Land Acquisition services in the amount of \$25,317.01.*
- *A motion was made by Mr. Goepfert and seconded by Mr. Sybert to approve the CAP Pump Station Upgrades, Supplement #4, for Additional Land Acquisition service in the amount of \$25,317.01. Motion approved 4-0.*

B. Consider Purchasing a Sulzer/ABS Model XFP Dry-Pit Submersible Pump, Kappe Associates Inc., for Deshon Pump Station, COSTARS No. 016-E23-310, \$67,988

- *Mr. McKee requested the Board to consider approving the purchase of a XFP Dry-Pit Submersible Pump from Kappe Associates Inc., for the Deshon Pump Station. This would be a COSTARS purchase under Contract No. 016-E23-310 in the amount of \$67,988.*
- *Motion was made by Mr. Sybert and seconded by Mr. Vero to approve the purchase of a XFP Dry-Pit Submersible Pump from Kappe Associates Inc., for the Deshon Pump Station using the COSTARS Contract No. 016-E23-310 in the amount of \$67,988. Motion approved 4-0.*

C. Consider Approving Realty Transfer Inspection Services Agreement with Professional Code Services, Inc.

- *Mr. McKee requested the Board consider approving the Realty Transfer Inspection Services Agreement with Professional Code Services, Inc.*
- *A motion was made by Mr. Goepfert and seconded by Mr. Braden to approve the Realty Transfer Inspection Services Agreement with Professional Code Services, inc. Motion approved 4-0.*

D. Consider Approving Snyder Environmental Services Inc. Lining 10" Sewer Main Along Whitestown Road (MH1003-MH1004), COSTARS #414069, \$22,126

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- *Mr. McKee requested the Board consider approving Snyder Environmental Services Inc. for lining a 10" sewer main along Whitestown Road from MH1003-MH1004. This would be a COSTARS purchase under Contract #414069 in the amount of \$22,126.*
- *A motion was made by Mr. Sybert and seconded by Mr. Vero to approve Snyder Environmental Services Inc. for lining a 10" sewer main along Whitestown Road from MH1003-MH1004 using COSTARS Contract #414069 in the amount of \$22,126. Motion approved 4-0.*
- E. Consider Approving Insight Pipe Contracting, LLC CIPP, Lining 8" Sewer Main Along Vets Club Lane (MH2635 to MH2623), NHCOG, \$56,488
 - *Mr. McKee requested the Board approve Insight Pipe Contracting for CIPP lining an 8" sewer main along Vets Club Lane from MH2635 to MH2623 under the NHCOG in the amount of \$56,488.*
 - *A motion was made by Mr. Vero and seconded by Mr. Goepfert to approve Insight Pipe Contracting for CIPP lining an 8" sewer main along Vets Club Lane from MH2635 to MH2623 under the NHCOG in the amount of \$56,488. Motion approved 4-0.*

10. OLD BUSINESS

- *None*

11. NEW BUSINESS

- A. Consider Approving Sewer Easement Agreement Winmer Properties LP., Autumn Woods Subdivision Plan 1
 - *Mr. McKee requested the Board approve the sewer easement granted by Winmer Properties in the Autumn Woods Subdivision Plan 1.*
 - *A motion was made by Mr. Sybert and second by Mr. Braden to approve the sewer easement granted by Winmer Properties in the Autumn Woods Subdivision Plan 1. Motion approved 4-0.*
- B. 479 Zeigler Ave, Juanita & Roger Collins Sewer Back Up Claim
 - *See Item 3 Public Comment - Agenda Items*
- C. Consider Approving AFSCME Memorandum of Understanding
 - *Mr. McKee requested the Board approve the AFSCME memorandum of Understanding settling the Dalton Cox grievance.*
 - *A motion was made by Mr. Braden and seconded by Mr. Goepfert to approve the AFSCME memorandum of Understanding settling the Dalton Cox grievance.*

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

- *Mr. Zurzolo spoke regarding the sewer back up at the Vet's house on 401 E. Pearl Street. The sewer claim was denied, and Mr. Zurzolo requested the Board reconsider the denial and support the vets.*
- *The Board acknowledged Mr. Zurzolo's comments.*

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13. ADJOURNMENT

- *A motion was made by Mr. Sybert and seconded by Mr. Vero to adjourn the meeting at 9:36 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 4-0.*

14. EXECUTIVE SESSION- LEGAL MATTERS

- *Mr. Sybert, Mr. Vero, Mr. Goepfert, Mr. Braden, Mr. Hnath, Ms. Ferderber and Mr. McKee went into an executive session to discuss pending litigation and legal matters at approximately 9:45 a.m. The executive session ended at approximately 10:30 a.m.*



Secretary

6-11-2024

Date

**NEXT MEETING: TUESDAY, JULY 11, 2024 AT 9:00 A.M.
MEETING TO BE HELD AT 100 LITMAN ROAD, BUTLER PA 16001**

