

BUTLER AREA SEWER AUTHORITY
MINUTES OF THE JUNE 11, 2024 REGULAR MEETING

The regular meeting of the Butler Area Sewer Authority (BASA) Board was held on Tuesday, June 11, 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*
- *Mavrik W. Goepfert, Treasurer (arrived 9:06)*
- *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*
- *Sam Zurzolo, Butler Township*
- *Eddie Trizzino, Butler Eagle*

1. CALL TO ORDER

- *Mr. Sybert called the meeting to order at 9:04 a.m.*

2. ANNOUNCEMENT OF EXECUTIVE SESSION

- *Mr. Sybert announced that there were two Executive Session held to discuss legal matters.*
- *Members of the Board and Staff met in executive session on May 14, 2024 from 9:45 a.m. to approximately 10:30 a.m., to discuss legal matters.*
- *Members of the Board and Staff met in executive session on June 3, 2024 from 5:00 p.m. to approximately 5:45 p.m., to discuss legal matters.*

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

- *None*

4. APPROVAL OF MINUTES

A. May 14, 2024 Regular Meeting

- *A motion was made by Mr. Braden and seconded by Mr. Calvert to approve the May 14, 2024 Meeting Minutes. Motion approved 4-0.*

5. APPROVAL OF WARRANTS/OTHER PAYMENTS

A. Invoice Warrant Lists of May 15, 2024 (ACH \$54,332.01), May 21, 2024 (\$51,848.00), May 29, 2024 (\$8,811.93), June 11, 2024 (\$165,904.87), June 11, 2024 (Cap-\$5,014.50)

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

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6. FINANCE DIRECTOR'S REPORT

A. Authority Fund Statements and Budget Report –May 31, 2024

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

7. OPERATIONS REPORTS

A. Plant Superintendent's Operations Report – May 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- May 2024

- *See above.*

C. Realty Transfer I&I Inspections Report – May 2024

- *See above.*

D. Engineering Services Report – May 2024

- *See above.*

E. Sewer Tap-In Report – May 2024

- *Mr. McKee reviewed the sewer tap-in report for May 2024. There were four sewer tap permits issued, two were residential and two were no fee for repairs.*

F. Discharge Monitoring Report –April 2024

- *Mr. McKee reported that the wastewater treatment plant was in full compliance with all the NPDES Permit discharge limits and monitoring requirements during April 2024. The plant's average daily flow was 13.217 MGD.*
- *April 1-4 BASA received 4 inches of rain with the majority (3 inches) falling on April 2-3. This resulted in 24 overflows. On April 11-15 BASA received an additional 4.24 inches of rain that resulted in 21 overflows, most of which were at the same locations documented earlier in April. A full report can be found in your Board package. All overflows were reported to DEP.*

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 – May 2024

- *Mr. McKee informed the Board that both FBB and GBB are 95% complete project and are on schedule. Mr. McKee asked if the Board had any questions.*
- *The Board had no questions.*

9. FISCAL AND CONTRACTING MATTERS

A. Consider Authorizing the Advertisement of Chemical Supply Contract, Bulk Quicklime, Contract 2024-2

- *Mr. McKee requested the Board to consider authorizing the advertisement of the Chemical Supply Contract for Bulk Quicklime, Contract 2024-2. The estimated annual cost of \$60,000.*

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- *A motion was made by Mr. Vero and second by Mr. Braden to authorize the advertisement of Chemical Supply Contract for Bulk Quicklime, Contract 2024-2. Motion approved 5-0.*
- B. Consider Authorizing the Advertisement of Whitestown Road CIPP Lining from MH1021 to MH1004
 - *Mr. McKee requested the Board authorize the advertisement of Whitestown Road CIPP lining from MH1021 to MH1004. There is an estimated cost of \$150,000 to \$230,000.*
 - *A motion was made by Mr. Braden and seconded by Mr. Calvert to authorize the advertisement of the Whitestown Road CIPP lining project from MH1021 to MH1004. Motion approved 5-0.*
- C. Consider Approving One Year Extension to Contract NO 2023-1 Sludge Hauling and Disposal to Republic Services, \$68.18/ wet ton
 - *Mr. McKee requested the Board approve a one-year extension to Contract No. 2023-1 Sludge Hauling and Disposal to Republic Services at \$68.18/ wet ton*
 - *A motion was made by Mr. Vero and second by Mr. Calvert to approve a one-year extension to Contract No. 2023-1 Sludge Hauling and Disposal to Republic Services at \$68.18/ wet ton. Motion approved 5-0.*
- D. Consider Motion to Rescind the Purchase of 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 rescind the purchase of Sulzer/ABS Model XFP Dry-Pit submersible pump from Kappe Associates Inc., for Deshon Pump Station, COSTARS No. 016-E23-310 in the amount of \$67,988.*
 - *A motion was made by Mr. Vero and second by Mr. Braden to rescind the purchase of Sulzer/ABS Model XFP Dry-Pit submersible pump from Kappe Associates Inc., for Deshon Pump Station, COSTARS No. 016-E23-310 in the amount of \$67,988. Motion approved 5-0.*
- E. Consider Authoring Purchase and Installation of Sulzer/ABS Model XFP Dry-Pit Submersible Pump, Kappe Associates Inc., for Deshon Pump Station, COSTARS No. 016-E23-310- \$179,748
 - *Mr. McKee requested the Board approve the purchase and installation of Sulzer/ABS Model XFP Dry-Pit submersible pump from Kappe Associates Inc., for the Deshon Pump Station, under COSTARS No. 016-E23-310 in the amount of \$179,748.*
 - *A motion was made by Mr. Sybert and second by Mr. Braden to a approve the purchase and installation of Sulzer/ABS Model XFP Dry-Pit submersible pump from Kappe Associates Inc., for the Deshon Pump Station, under COSTARS No. 016-E23-310 in the amount of \$179,748. Motion approved 5-0.*

10. OLD BUSINESS

- *None*

11. NEW BUSINESS

A. Review of the Authority's 2024-2025 Draft Operating Budget

- *Mr. McKee introduced the 2024-2025 Draft Operating Budget. There is no proposed rate increase and the total budget is approximately \$14 million.*

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- *Major influences to the budget is inflation, healthcare cost and wages.*
- *Ms. Ferderber asked the Board if they had any questions and let them know that they could review and ask questions prior to the next Board meeting.*
- *Mr. Vero asked if the legal expenses were budgeted.*
- *Ms. Ferderber said the line item was estimated the best we could not knowing when the Authority will be sold.*

B. Request Authorization to Advertise the Online Auction of Surplus Vehicles and Equipment

- *Mr. McKee requested the Board authorize the advertisement of an online auction utilizing Municibid services to sell a surplus vehicle and various equipment.*
- *A motion was made by Mr. Vero and second by Mr. Calvert to approve the advertisement of an online auction utilizing Municibid services to sell a surplus vehicle and various equipment. Motion approved 5-0.*

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

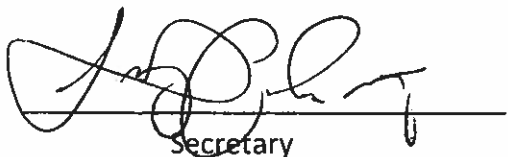
- *None*

13. ADJOURNMENT

- *A motion was made by Mr. Vero and seconded by Mr. Braden to adjourn the meeting at 9:22 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 5-0.*

14. EXECUTIVE SESSION- LEGAL MATTERS

- *Mr. Sybert, Mr. Vero, Mr. Goepfert, Mr. Braden, Mr. Goepfert, 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 meeting was joined via TEAMS by both Butler City and Butler Township representatives and their legal counsel at approximately 10:00 a.m. The executive session ended at approximately 10:55 a.m.*


Secretary

7-9-2024
Date

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