Municipal Authority of Conneaut Lake
Board Meeting
April 8, 2024

Members –Alan Baldarelli, Mario DeBlasio, Jim Tigri, Chris Gates
Members attending via Conference Call – Carl McLean
Others – Steve Halmi, Brian Cagle, Bob Morrow, Angela Perrine
Visitors – Jeannie Trudell, Joyce Brugnoli, Nikole Brugnoli Sheaffer (customers)

Carl McLean called the meeting to order at 6:30 p.m.

Jeannie Trudell questioned if there is an estimate of what it might cost to run pipe from the Ernst property to MACL's building. Mario DeBlasio asked Steve Halmi if he happened to have an estimation of the cost. Steve Halmi stated he did not have an estimation.

Jeannie Trudell was curious about what other properties MACL had looked at besides Ernst's property. Mario DeBlasio replied we are still under negotiations. Alan Baldarelli replied we are limited and asked Jeannie if she had some property we could look at. Jeannie sad she is aware of some property but when Alan Baldarelli told her we would need 8 – 10 acres, she said she is afraid there may not be enough acreage available at the location in question. Mario DeBlasio stated his opinion is we continue to look and told Ms. Trudell if she knew of any land to send it to himself, the other board members, or MACL's engineer, Steve Halmi. Mario stated we would look at it and evaluate it. Mario added we are looking at every piece of property that is close. Mario added we have had some initial discussions but they have not been well received. Mario said we will continue to look for closer parcels to our existing filter building because the further away we are the more it is going to cost.

Brian Cagle mentioned there has been no response from Reflections on Conneaut Lake. Brian did mention they questioned if MACL would be okay with quarterly billing at the original rate which he believes is 500, 000 gallons a month. They said about 1.5 million per quarter. Brian told them we would have to discuss it.

Brian Cagle noted that he has been unable to locate the right-of-way documents pertaining to the Sixth Street Sanitary Sewer Repair project. Brian stated there are no documents regarding the rights-of-way on file at the courthouse, however the secretary for the Borough of Conneaut Lake is searching for additional documentation.

Mario DeBlasio made a motion we authorize the attorney to pursue all legal action for theft of services against the inhabitants of 625 Water Street. Chris Gates seconded the motion. Roll call: unanimous – yea. (Motion carried)

Mario DeBlasio recommends we access financial damages for the criminal theft of services. Mario suggests researching the financial damages for next month to determine the maximum amount we can charge.
Mario DeBlasio recommends digging up the service line and shutting it off at 625 Water Street. Mario noted we have a responsibility to aggregate our losses. Mario added we need to dig the service and physically disconnect the line and back fill it. Carl McLean questioned before going to that measure, if we should contact the police and see what they can do for us. Mario DeBlasio said we have an actual theft of services right now and he thinks we should take immediate access.

Mario DeBlasio made a motion to authorize up to $2,000 to have the water service at 625 Water Street physically disconnected. Mario amended the motion to $1,500. Chris Gates seconded the motion. Roll call: Carl McLean – nay, Alan Baldarelli – yea, Mario DeBlasio – yea, Jim Tigri – yea, Chris Gates – yea. (Motion carried)

Brian Cagle will send the current owner of 625 Water Street notification of the service line being disconnected.

Steve Halmi noted we received six bids for the Sixth Street Sanitary Sewer Repair project. The low bid was from Pollard Land Services from Girard, PA for $189,875. Steve added his recommendation is MACL award the bid if wanting to go ahead with the project.

Mario DeBlasio wanted to say that Steve Halmi's firm did a fantastic job on a bid package that was comprehensive and complete. Mario reiterated their plans were very comprehensive. Mario added it was an excellent job done by Steve and his firm. Mario added without the services of Steve Halmi's firm he doesn't think we would have done as well.

Alan Baldarelli made a motion we accept Pollard Land Services. Mario DeBlasio seconded the motion. Roll call: unanimous – yea. (Motion carried)

Mario DeBlasio wanted to let the visitors in attendance aware that Pollard Land Services sent in a resume that had over three pages of similar jobs for various municipalities. Steve Halmi added he spoke with a couple of engineers that worked with Pollard Land Services before and they had nothing but good things to say about them.

Mario DeBlasio questioned the inspection procedure. Mario asked Steve Halmi if we bid that or if we give that to Steve. Mario added we need to have someone having eyes on this situation, a professional engineer or inspection firm. Steve stated they intend to do construction management, construction oversight on the job. Steve stated he does not intend to have a full-time inspector unless that is what MACL would want to have. Steve added typically, what we've done on these jobs in the past is have Bob Morrow looking in on these guys on a day-to-day basis since Bob is here daily. Steve said his firm would come in and check on things periodically, as necessary. Steve added if there are any questions, we are available to come down and take a look at this but not attempt to provide a full-time inspection of service on this job. Mario feels it is important we have someone from Steve's office on site a minimum of 50% of the time the contractors are working. Mario reiterated it doesn't have to be all day just random visits on a day-by-day basis 50% of the days they are working. Mario said if it takes them 20 days to do the job, he would expect someone from Steve's firm to make 10 visits to the job site and document the bedding and the work being done. Alan Baldarelli agrees with Mario's recommendation. Mario feels it is important to make certain the job is done right with the insurance policy of a professional engineer with professional field engineers verifying they are doing their job as contracted. Mario added he wants, from Steve, at the end of the job a document stating Steve has certified that their work was done correctly. Mario wants the contractors to know they are being watched and have to follow the specifications of the project.

Steve Halmi wanted to verify if the motion to award the bid is also the authorization for his firm to issue the notice of award to the contractor. Alan Baldarelli replied yes. Steve said what happens next is the contractor will sign three copies of the bidding documents and then will be presented to MACL to sign. Once Steve sends them the bidding documents, they have 15 days to respond with their signature and performance and payment bonds.

Steve Halmi added MACL needs to notify the land owners along the route of the project that is going to start soon. And, to notify them of the fact that of the trees and materials that will be removed from the right-of-way to make room for the project that it is going to start soon.

Mario DeBlasio said to Steve Halmi that his recommendation is Steve give Angela Perrine a single PDF of the tree removal plan and service plan.

Brian Cagle added he doesn't know exactly where the line is. Steve Halmi said his assumption, absent the right

of way interpretation, is that anything within 10 feet of the center line of the sanitary sewer line is in the right of way but only to remove if the removal is deemed necessary.

Steve Halmi recommends the letter should share plans so the customers can see which trees are noted to be removed. Steve added we need to notify customers well in advance.

Mario DeBlasio asked what our legal responsibilities in regards to the trees are, and what does the contract say to do with them? Steve replied that the contract is very clear as to what happens to the trees. Steve proceeded to read what the contract states about the trees.

Mario DeBlasio recommended we reduce the linear footage of sewer line so that the last house ends either right before the manhole or take it directly into the manhole. That should save around 50 or 75 linear feet of installed sewer line which should further reduce the cost of this project. Mario requested Steve Halmi further research this matter to make certain it looks good from an engineering standpoint.

Steve Halmi discussed the Site Access Agreement from Ernst Farms. Steve said Mr. Ernst signed the Site Access Agreement. Steve noted there was one change; Mr. Ernst crossed out the 10-year term and changed it to 4 years. Carl McLean asked Steve Halmi if the 4 years would be enough time and Steve replied yes, if you're diligent about it. Steve said he thinks it is enough time to make a decision to execute the easement option. Steve said he feels the 4 years is reasonable. Steve added you could certainly ask for an extension in the future but remember you execute the Easement Agreement when the Site Access Agreement terminates. Steve reiterated you only have to sign the Easement Agreement within the 4-year period if you so choose. Steve reminded the board they wouldn't have to develop the well field, construct the pipe or build the wells during that 4-year time period. All you have to do is sign the Easement Agreement which is an attachment to the Site Access Agreement within the 4-year period.

Alan Baldarelli asked Bob Morrow where we are currently with our well capacity. Bob Morrow stated that we are running at about 90% on well #2, and we are running at approximately 10 - 15% on well #1. Mario DeBlasio questioned if this is a dramatic change from our water testing approximately three years ago. Carl McLean responded, yes, it was 50% three years ago. Mario DeBlasio requested Steve Halmi verify these numbers; validate the anecdotal observations. Mario recommended this be done immediately. Bob Morrow mentioned we cleaned this well before and it produced for about 1.5 years and then it dropped down. Carl McLean asked Steve Halmi to approach the DEP and see if they will let us drill another well on the property we have.

Mario DeBlasio made a motion we authorize the engineer to verify the production in well #1. Carl McLean seconded the motion. Roll call: unanimous – yea. (Motion carried)

Steve Halmi stated they will evaluate the capacity and provide a report as to what it means whether it is a percentage or some other figures; whatever the best approach is. Steve added that percentage might not be the best representation where it meets your needs now and in the future.

Mario DeBlasio made a motion we enter into the Site Access Agreement as submitted by Ernst Farms. Alan Baldarelli seconded the motion. Roll call: unanimous – yea. (Motion carried)

Steve Halmi wanted to remind MACL that this requires a $100 payment to be paid to Ernst Farms within 30 days.

Alan Baldarelli made a motion to pay Ernst $100 (for Site Access Agreement with Ernst Farms). Mario DeBlasio seconded the motion. Roll call: unanimous – yea. (Motion carried)

Steve Halmi wants to make certain a check gets written and delivered to the Ernst's.

Regarding the customer in question of reimbursement, Bob Morrow explained there is one service line coming into the house where it comes into the building it branches off, and one meter is going to the cold water and one meter is going to a hot water boiler.

Mario DeBlasio recommended if the customer wants to retain two meters, he is going to continue to be billed the same way. If he wants us to pull one meter out, then we will pull one meter out and change his EDUs to 4 not 5. Mario stated there is no going back to credit previous charges. Mario added the customer has made us aware of the situation, and we will take action now. Mario instructed Angela Perrine to research this with Shirley Phelps, and immediately begin to charge the customer for 4 EDUs. Mario instructed Angela and Bob Morrow to try to find out by next month how this all happened.

Alan Baldarelli made a motion this gentleman pays his bill and then we will reimburse him, if we can find out what we owe him. Motion was not seconded and was not carried.

Bob Morrow asked Brian Cagle, from a legal standpoint, what he thinks we should do. Brian Cagle replied bill the customer for 4 EDUs. Carl McLean suggested we need to meter for both the hot and cold water because they aren't in series with each other. Carl added they either need to be put on the main line or we need to meter both of them to get one reading. Bob Morrow stated we just need to add both meter readings together and bill him for that calculation.

Mario DeBlasio made a motion we table this issue until next month when we have more information. Alan Baldarelli seconded the motion. Roll call: unanimous – yea. (Motion carried)

Brian Cagle left the meeting at 8:09 p.m.

Steve Halmi stated that CLJMA intends to start construction on their project, perhaps, as early as next week (4/15/2024).

Steve Halmi left the meeting at 8:14 p.m.

Visitors – Joyce Brugnoli and Nikole Brugnoli Sheaffer left the meeting at 8:16 p.m.

Angela Perrine stated a property owner questioned if they could have bills put in tenants' names. Alan Baldarelli and Mario DeBlasio replied with no; the rules state they are to be in the landlords' names.

Minutes of previous meeting – (DeBlasio/Tigri)
Profit and Loss Statement – (DeBlasio/Baldarelli)
Aged Accounts **–** (Reviewed)
Bills presented for payment) (Baldarelli/DeBlasio)

Adjournment – 8:24 p.m. (DeBlasio/Baldarelli)