MUNICIPAL AUTHORITY OF CONNEAUT LAKE
BOARD MEETING MINUTES
June 10, 2024

Members –Carl McLean, Alan Baldarelli, Mario DeBlasio, Jim Tigri, Chris Gates
Others – Steve Halmi, Bob Morrow, Angela Perrine, Julie McVay
Absent – Brian Cagle ***Visitors*** – Bob and Joyce Brugnoli

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

II. REPORTS

Steve Halmi, Engineer:

a. **Sixth Street sewer project: Minutes emailed to board previously**.

- Tree cutting begins this week with excavation to start the week of June 17.
- Change Order #1: Air vacuum test sewer lines and manholes – the contractor's proposed price is $553.50.
- Change Order #2: Shorten line by 45 feet and take last manhole to where Mr.Tigri's lateral connects which results in a decrease of cost by $3,000. It's $100 per foot plus an additional cost to fill the abandoned manhole.
- The contractor committed to $88 per linear foot to replace laterals. It's expensive because the laterals are deep.
- If the contractor is not able to make a good connection at the identified location and they have to dig further to get to a good pipe, we may possibly have to absorb some extra cost.
- If a lateral is defective, according to the rules and regulations, we must notify the property owner that it may need repaired and they could hire whomever they want for the repairs. They are not obligated to use our contractor. We do not own any laterals – we only own the point of connection.
- Jim expressed a concern about the homeowners knowing if a problem occurs, and Steve emphasized that they would be informed immediately.
- Mario expressed a concern about our legal obligation. Steve responded that our only obligation is to the contract.
- Mario asked what power do the people need in the field and is there anything else Steve needs to get the project rolling. Steve suggested approving the cost of $88 per foot (includes ten feet).

MOTION: For approval of change order #1: One for air vacuum testing and Change Order #2: to decrease lineal footage. (DeBlasio/Gates/All in Favor). Motion carried.
MOTION: Mario motioned to approve, at the discretion of the sewer authority engineer, up to $10,000 (collective) for any additional work that needs to be done. (DeBlasio/Baldarelli/All in Favor). Motion carried.

b. <u>CLJMA project in light of the 1984 agreement:</u>
The 1984 agreement was vague in terms of how to handle capital projects such as this, but there was a mediation done subsequent to the agreement and that made a decision that certain capital projects would be treated as operational expenses. It's my opinion that the debt service from the project that is under way now be treated as an operating expense of the Authority because of how the agreement was interpreted in the past. Mario asked for a copy of the mediation which Steve will provide.

Mario asked if we are liable for increased capacities and how much money are we chasing. Steve replied he will get back to him on those topics. Steve will talk to Brian about the 1984 agreement regarding increased capacities and tap fees in the community. He will look at the permit application they filed with the DEP.

Jim asked about billing DCED. Steve said they can take the lead here – we pay and then they will reimburse us.

Bob Morrow, Superintendent:

a. 625 Water Street:

- Bob asked who is to pay for the excavation – the Authority or the homeowner? The homeowners agreed to the disconnection and the cost to do so. Carl stated it is the homeowner's expense.
- Mario stated that according to the law, the tenant pays the last service bill of $69.50 in order to stay connected. Brian had stated previously that even though the occupant is a squatter, he has to be treated as if he was an actual tenant.
- Kevin Sullivan phoned the Authority last week offering a payment of $200 which we will accept.

b. Well production – informal drawn down test.
c. Air gauge tests. Bob will ask Moody's about live monitors for inside wells.

Julie McVay, Secretary/Treasurer

- Insurance premium increases for the next year due to increase in coverages. Chad will meet with Julie on June 25 to review changes.
- Julie will draft a letter to Marquette Savings to request on-line banking and to change Angela's signature to Julie's on the account.
- Back-up processes: Julie will research backing up the CBSW system on line and on a flash drive. Other back-up processes will be put into place for other aspects as well (Microsoft word, Excel, etc). including a flash drive that will be taken off premises weekly or monthly. Carl suggests we can back up systems into Google.

III. NEW BUSINESS

a. Profit & Loss – **MOTION** to accept. (Baldarelli/McLean/All in Favor). Motion carried.
b. Cash on hand to pay guys, done in two weeks – we will pay them and then get reimbursed. We can possibly cash in CD's – put on agenda for next board meeting.
c. Bills paid this month – **MOTION** to accept. (Baldarelli/ DeBlasio/All in Favor). Motion carried.
d. Budget needs done by September. We need to form a committee to handle this. It was suggested that Chris Gates be on the committee.
e. Mario asked about the rule on quorums. There are three people who will be wintering in Florida. Do they need to be present? If four people are in attendance, can the other three telephone in?

Audience:

a. Inquired about an update on Sadsbury township. It hasn't been discussed for about three months. The Authority has said no to any constructive change.
b. Wells – we have two healthy wells. Conneaut Lake may drill another well, but the DEP has to approve it beforehand. Mario commented we are at four times our max at peak capacity.

Steve Halmi left the meeting at 7:18 p.m.
Adjournment – 7:50 p.m. (DeBlasio/Baldarelli)
Minutes of previous meeting – (DeBlasio/McLean)
Profit and Loss Statement –
Aged Accounts **–** (Reviewed)
Bills presented for payment) (McLean/DeBlasio)

Respectfully Submitted,

Julie McVay, Secretary/Treasurer