MUNICIPAL AUTHORITY OF CONNEAUT LAKE
BOARD MEETING MINUTES – August 12, 2024

Members – Carl McLean, Alan Baldarelli, Mario DeBlasio, Jim Tigri, Chris Gates
Others – Steve Halmi, Jeff Youngs, Bob Morrow, Julie McVay
Absent – Brian Cagle

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

II. REPORTS

Carl McLean, President:
Discuss options for a new meter reading software that integrates with QuickBooks. Carl recommended we hire Riley Paris for two days, at a rate of $25 per hour, to review CBSW and propose the possibility of a custom software program to address our needs.

MOTION: To allocate up to $400 to invest in IT work by hiring Riley Paris for 16 hours. (Gates/DeBlasio/Approved) (Motion carried).

Carl suggested purchasing an updated meter reading gun to expedite the process and then possibly read meters and invoice on a quarterly basis. Carl and Bob will research.

Jim Tigri:

a. Grass cutting on rite-away. Jim suggested we send a letter out to all customers requesting they don't cut the new grass until next year or at least until it's six-inches tall.

Steve Halmi, Engineer: Sixth Street Sewer Project:

a. Restoration from the Sixth Street sewer project is completed. The final payment to the contractor is due and payable in the amount of $22,938.02. Steve will submit the payment requestion then we can expect a wire transfer of $9,289.39. The contractor provides a one-year warranty on this project and will not be charging us anything extra for the paving work.

   Julie inquired about the four customers who complained about property damage resulting from this project. Steve will follow up with them to make sure our responsibilities for this restoration are completed successfully.

MOTION: Motion to submit payment request form to Commonwealth Financing Authority. (DeBlasio/Tigri/Approved). (Motion carried).

MOTION: Motion to accept and pay contractor of the Sixth Street Sewer Project the second payment of $22,938.02. (McLean/Baldarelli/Approved). (Motion carried).

b. Well drilling update: Ground Water Resources is expected to start testing early next week (estimate of $40,000). Steve still feels we need a third well (on Ernest property) in spite of having two functional wells. Mario recommended we put the project on hold until the total cost is researched along with potential funding for the project. It was suggested we research grants for the well and the water tower.

   Steve disagrees with Mario because of the past efforts we've already made, expenses incurred, decline of well #1 and because of the decision we previously made in May of 2023 to pursue testing, etc. Steve suggests we continue with the testing so we at least know if its viable or not. Carl and Mario agreed that well #1 is not as bad as we originally thought so the project should be stopped. Bob will research if well #1 can be rehabilitated or rejuvenated in any way. Bob reminded the board that this well was cleaned many years ago and there were problems.

MOTION: To hold off on well development at the Ernest property site for up to two years. Attorney will review the Ground Water Resources contract to determine the financial effect to MACL. (McLean/DeBlasio/Approved). (Motion carried).

Steve reiterated (and requested to be put on record) that he wants us to keep moving forward with the test drill. He stated it's not wise to have "all our eggs in one basket" with Fireman's Beach. He suggests we at least drill on the Ernest property to give us the info we need for another well option in the future.

MOTION: To stop the well drilling project at the Ernest property. Roll call taken: Jim – nay; Carl – yea; Mario – yea; Chris – yea; Alan – nay. Yea prevails.

c. CLJMA Project Update: We expect to be assessed 50% more for sewage treatment in 2025. We need to cover these additional costs. Steve stated $50,000 in the new budget for sewer treatment is reasonable.

Chris Gates:

a. Discuss and Vote: attend convention in Hershey, PA in September. Mario expressed interest in attending also. Chris will research options for grant money and software money at the convention and report back to board at the October meeting.

MOTION: To approve two people to attend the convention in Hershey, PA in September. The Authority will pay for convention registration fees and luncheon at approximately $400 each. Members will assume cost of transportation and any other miscellaneous expense. (McLean/Baldarelli/Approved). (Motion carried).

a. Discuss and Vote 2024-2025 Budget: delete line "$500 sewer" (plant building gone, pager not needed).
b. Discuss and Vote on 3% rate increase: A letter should be sent to all customers explaining the need for a rate increase. The message on the invoice should be changed to reflect the same explanation also.

MOTION: To accept the 2024-2025 budget as presented. (DeBlasio/McLean/Approved). (Motion carried).

MOTION: To assess a rate increase of 3% beginning on 11/1/2024 for water and sewer services. (DeBlasio/Gates/Approved). (Motion carried).

Bob Morrow, Superintendent:

a. Discuss flows: Bob was asked if our sewer line has made a difference. He responded that it would take a year or more before we could determine that.
b. Discuss and Vote: Tree removal middle school lift station. Bob got a proposal from the Vivians for $855 to remove these three dead trees. Discussion was had whether they should be trimmed or taken down completely and whether it's our right to do so and incur this expense. It was determined thru the GIS website that this is not our property. Mario checked the GIS website and it belongs to Moyer Family Timbers.
c. Storm sewer laterals – Insight Pipe can do a lateral search. The board suggested we leave this issue alone and that Steve should just plot them on the drawings.

MOTION: To remove three dead trees at middle school lift station is NOT approved. (DeBlasio/McLean/Not Approved).

MOTION: To write letter to property owner notifying them there are three dead trees overhanging our facility and our concern for damage. Brian Cagle should be consulted for proper legal wording. (DeBlasio/McLean/Approved). (Motion carried).

d. Camera inspection of Sixth Street storm sewer lateral. Bob stated Insight Pipe can do a lateral search. The board decided to table this issue. Steve Halmi was requested to plot these laterals on the drawings.
e. Discuss water well level indicator for well #1 - Bob has called Jeff several times and has not heard back from him. Bob stated a new indicator would cost approximately $2500, but 110 volts service is needed at the well site. Bob will explore cost of a device to mount inside pump house and possibly transmit via wi-fi or solar power.
f. Discuss generator sewer plant issue - Bob stated he can't get the generator to run anymore. We need another option for a 3-phase generator. The old one is not worth keeping so it will be scrapped.

MOTION: To notify the CL Joint Municipal Authority the generator is not working and agree with local company to provide power and to call Bob in the case of an emergency so one can be delivered. (DeBlasio/McLean/Approved). (Motion carried).

g. Bob mentioned he is aware of one customer that is actively draining his sump pump into our sewer line. Bob will provide the name to Julie at a later time so a letter can be written by our attorney asking them to cease and desist. It is recommended that a letter be sent to all MACL customers explaining that sump pumps are not to be draining into the sewer system.

Julie McVay, Secretary/Treasurer:

MOTION: To file liens against properties at 1005 Water Street and 700 Water Street for past-due balances. (McLean/DeBlasio/Approved). (Motion carried).

III. NEW BUSINESS

a. Profit & Loss – **MOTION to accept. (Gates/DeBlasio/Approved). (Motion carried).**
b. Bills paid this month – **MOTION to accept. (Tigri/Gates/Approved). (Motion carried).**

Minutes of previous meeting – (DeBlasio/Tigri/Approved).
Minutes of emergency meeting – (DeBlasio/Tigri/Approved).
Profit and Loss Statement – (Gates/DeBlasio/Approved).
Aged Accounts – (Reviewed)

Bills presented for payment - (DeBlasio/Baldarelli/Approved).
Jeff Youngs left meeting at 9:00 p.m.
Adjournment – 9:07 p.m. MOTION to adjourn (DeBlasio/Gates/Approved).

Respectfully Submitted,

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Julie McVay, Secretary/Treasurer