MUNICIPAL AUTHORITY OF CONNEAUT LAKE
BOARD MEETING MINUTES – May 12, 2025

***Attendees**: Carl McLean, Alan Baldarelli, Mario DeBlasio, Jim Tigri, Brian Cagle, Eddie Trzeciak, Bob Morrow, Julie McVay*

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

II. Reading and Approval of Minutes of the April 14th board meeting.
***MOTION**: To approve the April 14th board meeting minutes with changes as requested by Carl McLean. (McLean/DeBlasio/Approved). (Motion carried).*

***MOTION**: TO ENTER INTO AN EXECUTIVE SESSION REGARDING PERSONNEL MATTERS AT 6:35 p.m. (DeBlasio/McLean). (Motion carried).*

***MOTION**: TO EXIT THE EXECUTIVE SESSION AT 6:50 P.M. AND TABLE THE TOPIC UNTIL THE JUNE 12TH MEETING. ANY DECISION THE BOARD MAKES WILL BE RETROACTIVE TO MAY 12th. (DeBlasio/McLean). (Motion carried).*

III. REPORTS
Brian Cagle --

a. Discuss and Vote: Approve revised water rules & regulations dated May 12, 2025. Brian included a customer violation charge amount of $1000/day (excluding failure to pay) along with a process for customers to file an appeal. Brian will revise the rules to include the new water/sewer rates so this ***topic will be tabled until the June 12th meeting.***

b. Discuss and Vote: Approve revised sewer rules & regulations dated May 12, 2025. Brian included a customer violation charge amount of $1000/day (excluding failure to pay) along with a process for customers to file an appeal. Brian will revise the rules to include the new water/sewer rates so this ***topic will be tabled until the June 12th meeting.***

c. Discuss and Vote: Legal correspondence to Zehr Building and other newly discovered EDU accounts based on revised water/sewer rules & regulations. Brian will create a letter for these customers after the rules & regulations are revised. Back billing is not possible so we will enforce the application fees based on the old version MACL's Rules & Regulations.

d. The prior lien at 915 State Street will be updated to reflect the current account balance owed. Brian Cagle will also create a letter to the customer explaining the steps MACL will take to enforce this lien. A neighbor providing water to another neighbor is against our rules and regulations.

MOTION: To authorize Brian Cagle to write a letter to the property owner of 915 State Street stating he is required to pay his bill in full and voluntarily cap his sewer line within 90 days or we will enforce the updated lien. (DeBlasio/McLean) (Motion carried).

Brian left the meeting at 7:45 p.m.

Carl McLean –

a. Discuss and Vote: Current water rates for larger accounts – establish a commercial rate. KLH will include a recommendation for a commercial rate in their rate study to be submitted to MACL by the end of June.
b. Customer rate increase of $115.79 for water/sewer and $78.33 for sewer only customers, as suggested by Carl, will take effect on July 1, 2025 (August billing). Chris Gates researched the average cost of water/sewer service in Pennsylvania, and it is currently between $110-$120/month. Our new rates fall right in the middle of this range.

MOTION: To accept Carl's revised customer rates and the sliding scale for water usage by gallons, effective July 1, 2025. A letter to the customers announcing the rate increase will be included in the June invoice. (DeBlasio/Tigri). Roll Call: Jim - yes; Carl - yes; Alan - yes; Mario - yes; Chris - yes. (Motion carried).

c. The June quarterly payment amount to CLJMA will be increased from $38,000 to $45,000.

MOTION: To increase the quarterly payment to CLJMA from $38,000 to $45,000 starting in June. (DeBlasio/Gates) (Motion carried).

d. Carl has found an app that will work well for our mass communication system. The cost is $40 per event, and it will send a text and/or email to our customers. KLH has confirmed the DEP approves texts and emails as emergency notifications as well as physically posting notices on customers' houses within 24 hours.

MOTION: To accept the mass communication application after KLH confirms it meets notification requirements from the DEP. KLH will report back to us at the June 12th board meeting. (DeBlasio/Tigri) (Motion carried).

Mario DeBlasio / Chris Gates –

a. Discuss and Vote: Approve revised 2025 budget based on change of fiscal year to 11 months. ***This topic will be tabled until the June 12th board meeting.***
b. CLJMA general ledger reports will be further reviewed by Chris Gates and Carl McLean and reported back on at the June 12th board meeting.

Mario DeBlasio -

a. Discuss and Vote: Camera 6th Street sewer line before June 27. The board does not want to pursue this topic any further.

Jim Tigri -

a. Jim had concerns about redundancy of efforts with KLH regarding the grant applications. An improvement in communication was suggested. Eddie stated he is available at all times if anyone has questions/concerns.

KLH Engineers –

a. The CCR report draft is completed and was reviewed by KLH. The final version will be available to customers in June via a link on our invoice that takes them to the CLBMA website. Bob and Julie will complete future CCR reports starting in 2026 with templates and assistance from KLH.

b. KLH submitted an incident report for the system event (occlusion caused by magnesium in the tubing) that occurred at the filter building on March 28, 2025. Their primary recommendation is to establish a monitoring system which is one of the three grants MACL recently applied for. They also recommend replacing the galvanized piping with PVC, replacing the filter for the pneumatic water system every six months instead of annually and replacing the tubing on the system on a regular basis.

MOTION: To authorize Bob to obtain bids on reconfiguring the filter building pipe system, removing the existing copper piping and replacing the galvanized pipes with PVC as per KLH's recommendation. (DeBlasio/Gates) (Motion carried).

c. Carbon Activated cannot commit to a date on our greensand media project because of lead time on materials. Since we have a low volume, they will fit us in between their other jobs.

Bob Morrow, Superintendent –

a. Discussed flows.
b. The repair of the water service lateral at 840 & 845 Water Street has been completed. Bob stated it was an underground leak of our copper coupling beneath the State Highway. Bob will meet with PennDot when they come to inspect the repairs and will handle the landscaping repair work that needs done at the site. The board has also given permission for Bob to gather a quote from a landscaper if he so chooses. One customer has requested her yard be reseeded which Bob will do when the weather improves.
c. Neptune Water Technology has submitted a quote to us for a meter reading device. The board agreed that LB Water does not need to attend the June 12th board meeting; submitted quotes for review are acceptable instead.
d. A new battery has been installed in the service truck by the dealership. Bob will report back to the board if there are continued issues.

IV: OLD BUSINESS

a. None

V. NEW BUSINESS

a. Review and vote on Profit & Loss Statement.

MOTION: To accept the Profit & Loss Statement as submitted. (DeBlasio/Gates/Approved) (Motion carried).

b. Review and discuss Aged Accounts –

c. Review and vote on bills presented for payment.

MOTION: To approve monthly bills for payment as submitted. (Baldarelli/DeBlasio/Approved) (Motion carried).

Adjournment –

MOTION: To adjourn meeting at 8:55 p.m. (DeBlasio/Baldarelli/Approved) (Motion carried).

Respectfully Submitted,

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Julie McVay, Secretary/Treasurer