MUNICIPAL AUTHORITY OF CONNEAUT LAKE
BOARD MEETING MINUTES – March 9, 2026

ATTENDEES*:*
Mario DeBlasio, Jim Tigri, Eddie Trzeciak, Brian Cagle, Bob Morrow, Julie McVay.
By Phone: Carl McLean, Chris Gates, Alan Baldarelli.

I. Mario DeBlasio called the meeting to order at 6:30 p.m.
II. Reading and Approval of Minutes of the February 9th board meeting minutes.
MOTION: To approve the February 9th board meeting minutes with one requested edit. (McLean/Gates/Approved) (Motion carried).

III. REPORTS
Brian Cagle, Attorney –

a. Refund for sewage overage miscalculation from old water software. It's a statute of limitations issue where the law states a customer can request a refund two years back from their request date. The authority is not required to refund or report any errors found specifically by MACL.
b. Sewer/lateral inspection for Jonathan Katz selling Nifty Nails and Carol's beauty salon. A separate lateral is not needed since it's one parcel/one deed. There is a separate line coming out of each building. We need more wording in our rules & regulations to cover requests from customers to put money in escrow for sewer/lateral repairs. Brian will provide clarifications and recommendations pertaining to escrow wording in our rules & regulations. ***This topic will be tabled until the April meeting.***

Brian left at 6:50 p.m.

Mario DeBlasio -

a. There is a joint grant committee in place now for the borough and MACL. Members are: Jeanne Trudell, Christine Bragg and Alan Baldarelli. Mario will discuss adding Jim Tigri to committee at next borough council meeting. ***Follow-up on this issue will be at April board meeting.***
b. Mario is attending PA Rural Water Association annual conference on March 23-26. He will report back and request reimbursement for the registration only of $450. All other expenses will be paid for by Mario personally. ***This issue will be tabled to the April meeting***.
c. Water tower condition. Mario states a monthly maintenance agreement is a good idea, but the timing is not appropriate. Jim reminded the board that the maintenance vendor will not accept the maintenance agreement until after the water tower is renovated. The goal is to receive the grant and use that to fix the tank and then revisit a monthly maintenance program for 2027. KLH also recommends having a maintenance plan. ***This topic will be deferred until after the grant decision and/or in 2027.***

Carl McLean –

a. Flow meter requirements for filter building. Carl and Eddie have been reviewing this issue. They suggest reducing the lines from the two wells from a six-inch to a three-inch. Carl has selected an appropriate flow meter which KLH needs to approve. Carl's efforts will save the board tens of thousands of dollars. KLH stated, and Mario agreed, this project will exceed the bid threshold. KLH has submitted a proposal covering project requirements through the bidding process. This was a DEP violation so the issue needs moved along. ***Mario requested KLH provide an engineering estimate for SCADA also at the April board meeting.***

<u>MOTION</u>: To accept the well flow meter proposal from KLH for $9,000 for engineering services for installation of individual well flow meters on each well. This includes bid drawings for mechanical and electrical specifications through the bid award process. It does not include advertisement costs with newspaper, submittals or pay applications. (McLean/Tigri/Approved) (Motion carried). Roll Call: McLean yes; Tigri yes; Gates yes; Baldarelli yes; DeBlasio yes.

<u>Chris Gates –</u>

a. Chris is still analyzing the 2026 and 2027 budgets. Our new budget is effective July 1, 2026 which means we need to discuss it at the May meeting and vote on it at the June meeting. ***This topic will be tabled until the April board meeting***.

<u>KLH Engineers –</u>

a. Reviewed consulting report.
b. KLH will investigate SCADA options and provide quotes at the April board meeting.

<u>Bob Morrow</u> –

a. Flows were reviewed. Bob stated we are having intermittent issues with the flow meter so Bob had to estimate some this month. Jim asked how this affects our I&I, and Carl said it would not affect it all. Mario reminded that this is a DEP violation. KLH will have his co-worker call Bob to address this issue further (they will need visit to visualize). ***KLH will provide a proposal to fix this issue, after he receives report from his co-worker's inspection, at the April board meeting.***

b. The false alarm PA One call on March 3 for a boil water advisory due to a water leak was a mistake by the DEP. They stated they made a wrongful call addressing the issue to MACL, but it was actually the Conneaut Lake Park Water Authority. The DEP has sent us an email apologizing and stating they have taken steps to prevent this from happening again. Mario stated it was a fantastic drill; everyone performed the emergency procedures successfully.

c. Quote from Duff Company for 11 valves ($941.50 each; $10,356.50 total) for the filter building project (no sales tax or shipping). Lead time for delivery is three weeks.

<u>MOTION</u>: To accept quote from Duff Company for 11 valves at $941.50 each = $10,356.50 total. (Gates/Baldarelli/Approved) (Motion Carried).

<u>Julie McVay</u> –

a. Payroll has been changed to bi-weekly, pay every other Friday, one week behind hours worked.
b. PA Dept of Revenue notice for W-3 reports not submitted in 2023. Taxes were paid (and overpaid), but the transmittal form was submitted. Julie will resolve.
c. The LSL issue will not be in the budget for this year since it's not due until 11/1/2027. Any digging needed will be done from July thru October 2027. We are collecting the segment 2 verification only from 59 customers; then afterwards, we will submit a waiver to the DEP.

<u>V. OLD BUSINESS</u>:

a. The CLJMA and MACL joint meter: Diane with Rosewood Consulting responded and stated they are in agreement with the meter that we proposed.

b. CLJMA flows. Eddie stated we had overage of peak daily flow according to CLJMA's flow reports. Only 12 are allowed per year before it's a violation of our agreement with them. Carl will discuss the issue with Brian so wording can be changed in our proposed agreement with them and address a need for a system to prevent overflows***. Brian will report back to the board at the April meeting.***

VI. NEW BUSINESS

a. Review and vote on Profit & Loss Statement as presented. Julie stated the total income of $44,123 is less than usual as it reflects the rate refund given (via credit memos) to the high-volume customers ($10,399). More refunds will be made in March and completed in April. Chris requested to document this as a footnote on the Profit & Loss statement. Julie stated she has documented it in QuickBooks, the customer files and MuniBridge.

MOTION: To accept profit & loss statement as submitted and with explanation of income reduction this month. (Tigri/Gates/Approved) (Motion Carried).

b. Review and discuss the Aged Accounts report. Julie stated that Zehr Building Properties has not paid their 16 account invoices in February. This is atypical and may represent a future issue.

c. Review and vote on bills presented for payment.

MOTION: To approve bills for payment (Gates/Tigri/Approved) (Motion Carried).

VII. ADJOURNMENT

MOTION: To adjourn board meeting at 7:40 p.m. (Gates/Tigri/Approved) (Motion Carried).

Respectfully Submitted,

Julie McVay, Secretary/Treasurer