MUNICIPAL AUTHORITY OF CONNEAUT LAKE
BOARD MEETING MINUTES – September 14, 2026

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

I. Mario DeBlasio called the meeting to order at 6:30 p.m.
II. Reading and Approval of Minutes of the August 10th board meeting minutes.
***MOTION**: To approve the August 10th board meeting minutes as presented. (Tigri/Gates/Approved) (Motion carried).*

III. REPORTS
Executive Session: Personnel matters regarding the Water Operator position.
***MOTION**: To enter into an Executive Session. (Gates/McLean/Approved) (Motion carried).*
***MOTION**: To exit the Executive Session. (Tigri/McLean/Approved) (Motion carried).*

MOTION*: To approve new hours for Bob Morrow at two hours per day, seven days a week with a 30% hourly increase in pay ($41.60), effective 11/1/2026. This new offer includes three weeks of vacation pay based on two hours/day/5 days for a total of 30 hours, effective 1/01/2027. (McLean/Baldarelli/Approved) (Motion carried).*

Mario DeBlasio –

a. The new meter at the filter building is working properly now; one wire under the meter was disconnected from the manufacturer.
b. Perry Excavating is currently installing the two well flow meters at the filter building.
c. Bypass cut-out valve is required by the DEP as the lock system on the valve is a "wear item" so it cannot remain. Perry Excavating will remove this valve.

d. The prior motion of July 13th for purchasing a recording device ($1,000) is rescinded. The revised motion is:

***MOTION:** To authorize Carl and Mario to spend up to $15,000 over the next six months on devices at the filter building that will automate chlorine, test pressures, SCADA system and filter sensors. (McLean/Gates/Approved) (Motion carried).*

e. The Boro has requested MACLs top three grant requests: seed money for planning/budgeting, sewer system-wide renovation and increasing sewage treatment expense. The water tank currently has a grant pending, and if not received, MACL will move forward with this project via a PennVest loan in 2027.

***MOTION**: To request Julie to write a letter to the grant committee of the Boro/MACL requesting them to pursue our priority grants of seed money for planning/budgeting, complete sewer system rehabilitation and funds to perform the work. (Gates/Tigri/Approved) (Motion carried).*

f. Perry Excavating will be painting and labeling all the pipes (except ones in pit) at the filter building, expected to begin between November – January.
g. Security and internet at the filter building is complete and operational with five ring cameras at approximate total cost of $3,100.

h. New internet/telephone provider will be selected for Townhall to be shared with Boro.

***MOTION**: Transition internet and phone service from Armstrong to Windstream for internet and a new telephone provider to be determined by Julie. (McLean/Tigri/Approved) (Motion carried).*

Brian Cagle –

a. Judicial sales – This kind of sale automatically wipes out municipal liens. MACL should receive notice from the courts of these types of sales.

Carl McLean/Brian Cagle –

a. Munibridge contracts – Brian has revised contracts received from Riley Paris. Carl and Riley have approved the new contract for two new add-on features: on-line bill payments and mass messaging to customers (.05/text/customer). Both will be operational by November.

MOTION: To approve both contracts from Riley Paris for the on-line payment module and the mass messaging module as part of Munibridge. (McLean/Gates/Approved) (Motion carried).

b. The new website quote from Riley Paris will be tabled until next month so Carl can review/update the current one.

Chris Gates –

a. Recommendation for a new water/sewer monthly rate. Chris estimates a 15% increase in the sewer rate and no increase in the water rate. This will cover the reconciliation deficit of $65,000 AND the anticipated increased payment to CLJMA once the PennVest loan repayment begins in December/January. The exact sewage increase will be discussed and voted on next month.

Brian left meeting at 8:30 p.m.

KLH Engineering –

a. Reviewed CE report.
b. KLH discussed and recommends the need for construction details and specifications. These are typically included with the Authority's rules and regulations, but because the Borough has low development pressure, these are not as crucial.

Bob Morrow -

a. Flow report – estimated water figures are used on this report.
b. The difficulty in obtaining gaseous chlorine – may need to revert to liquid. A change needs made within the next 4-6 months. Eddie stated it will require a permit change with the DEP.
c. De-chlorinator purchase for fire hydrant flushing.

MOTION: To approve the ordering of a de-chlorinator system through USA Blue Book at a cost of $1150++. (McLean/DeBlasio/Approved) (Motion carried).

Julie McVay –

a. Switch invoicing method to post cards in order to save time and postage. Munibridge generates the post cards and integrates with QB to email them.

MOTION: To convert to post-card billing via Munibridge beginning in November, 2026. (Gates/Tigri/Approved) (Motion carried).

b. The reconciliation payment of $64,457 has been paid to the CLJMA. We were able to cover this check with our regular savings account and not our high-yield savings.

IV. OLD BUSINESS

V. NEW BUSINESS

a. Review and Vote: Profit & Loss Statement

MOTION: To accept the profit & loss statement as presented. (Gates/Baldarelli/Approved) (Motion carried).

b. Review aging list, shut offs completed (0), shut-offs upcoming (0).

MOTION: ***To approve the bills for payment as presented. (Tigri/Gates/Approved) (Motion carried).***

VII. ADJOURNMENT

MOTION: ***To adjourn board meeting at 8:45 p.m. (Gates//Tigri/Approved) (Motion carried).***

Respectfully Submitted,

Julie McVay, Secretary/Treasurer