

MINUTES OF MUNICIPAL AUTHORITY OF BUFFALO TOWNSHIP

FEBRUARY 18th, 2016 REGULAR MONTHLY MEETING

PRESENT: Cynthia Braden, Warren Capenos, Richard Healey, John Haven, Eric Smith, Attorney Pam Walters, Engineer Ed Schmitt, Authority Manager Don Amadee

ABSENT:

1. The February 18th, 2016 regular monthly meeting of the Municipal Authority of Buffalo Township was called to order by Chairperson Cynthia Braden at 7:00 P.M.
2. Cynthia Braden announced the meeting was being recorded and requested that anyone in the audience taping the meeting provide his or her name and address. No one responded.
3. Cynthia Braden led in the Pledge of Allegiance to the Flag.
4. Approval of minutes of the January 21st, 2016 re-organization and regular monthly meetings: A motion was made by Warren Capenos, seconded by John Haven, to approve the minutes of the January 21st, 2016 re-organization and regular monthly meetings. The motion passed unanimously.
5. Open to the floor: There were no residents or guests present.
6. Treasurer's report:
 - (a) Financial Report for January of 2016: The Treasurer's report for January of 2016 was presented by Authority Manager Don Amadee. A motion was made by John Haven, seconded by Richard Healey, to approve the Treasurer's report for January of 2016. Motion was passed unanimously.
 - (b) Invoices: The Board reviewed the list of monthly bills for approval. A motion was made by Eric Smith, seconded by Warren Capenos, to pay the invoices as listed on the Cash Requirements list for February 18th, 2016. Motion passed unanimously.
7. Manager's Report:
 - (a) Billing System Conversion Progressing: Don updated the Board on the upgrade of our utility billing system. He noted that while the conversion is going well, the new system will not be ready to go into operation this month as was anticipated. The supplier has scheduled onsite training in March and Don hopes to set a launch date once that training has been completed.
 - (b) PMAA Board Member Training: Don reminded the Board about this training on March 17th in Cranberry. Cynthia Braden and Eric Smith said they would like to attend. They will check their schedules and get back to Don.
8. Solicitor's Report: No report.
9. Engineer's Report:
 - (a) Freeport Filter Plant Project: Ed reported that we got an excellent report from Pall following the Filter Module Autopsy they performed. They found no physical damage of any kind inside the membranes and explained that our loss of permeability seems to be caused by organic fouling that should be able to be completely corrected by chemical cleaning. Don explained that Pall sent us an updated cleaning protocol for the membranes using stronger doses of chemicals and longer circulation times. He said that the operators have been using this protocol for several cycles and the membranes seem to be responding. Don said our filter run times have increased from 5 days to over 20.
 - (b) CID Utility Extension Project: Ed informed the Board that there has not been any construction on this project since the sewerlines were completed. He explained that the pump station contractor is waiting for the pumps to be delivered and will start work as soon as they arrive.
 - (c) Sunset Tank Mixer Failure: Don showed the Board several photos of a leak at our newly-painted Sunset Drive water storage tank. He explained that a plumbing fitting used to allow the electrical and control wires to pass through the wall of the tank has sprung a leak. This leak must be repaired either

MINUTES OF MABT FEBRUARY 18th, 2016 MEETING

Page 2 of 2

by a diver or by draining and re-entering the tank. Don and Ed said they would prefer that the repair be conducted by a diver. Ed added that this repair would be at the contractor's expense since the work is still under bond.

10. Old Business:

- (a) MABT Financial Audit: Don reviewed with the Board the confirmation letter received from our Auditor, Maher Duessel. He explained that the proposed cost for this year's audit, \$10,300, compared very favorably with those of several other local Municipal Authorities. As a result, Don signed and returned the confirmation letter as instructed at last month's re-organization meeting.
- (b) Freeport School District Stadium Project: Don reported that signed Developer's Agreements and all other required materials have been received from the District.

11. New Business:

- (a) Service Request from HARSCO Metals and Minerals: Don and Ed reviewed with the Board a request from HARSCO for a sanitary sewer connection to dispose of high pH water from their industrial metal recovery facility. Don briefly explained the pros and cons of this opportunity and added that we are currently conducting a trial allowing them to transport a limited quantity of this waste to our Monroe Pump Station. He said that the trial has been successful so far. Ed continued by saying that HARSCO has asked his firm to prepare an engineering proposal to install the connection and they have asked the Authority for a draft agreement listing the terms under which an industrial connection could be established. Don has asked Pam to draft such an agreement and has provided her with a general outline of the financial and technical guidelines. John Haven said that he would like to discuss the possibility of directing some of the potential tap fee revenue from this project to support the Butler-Freeport Community Trail since this connection would be to a sewerline located on the trail right of way. Solicitor Pam Walters explained that it would be unprecedented for a municipality to accept payment from a municipally-owned public utility for right of way access. In addition, she added that even if it was to be labeled as a donation, financial transfers of this type between municipalities are prohibited by statute. Don commented that the Authority has benefitted greatly by being able to use the trail both as a right of way corridor for utility lines and for vehicle access to the sewer plant. In return, Don stated that he felt the Authority has been a good partner to the trail council by constructing the 1.2 miles of trail between Monroe Road and the sewer plant, providing perpetual maintenance on this section to include asphalt paving it in 2014, re-habilitating the Winfield Junction Bridge on this section of the trail in 1997, and re-paving any section of the trail we use for utility construction. Don also added that he constantly reminds our employees, vendors, and contractors who use any portion of the trail for any purpose that we are guests on the trail and should act like guests at all times. Don concluded by saying that he was not requesting any action on this item tonight, only presenting it for information and discussion.
- (b) Winfield Township Audit Invoice: Don reviewed with the Board an invoice and request for payment received from Winfield Township for a 2012 financial audit completed by McCall, Scanlon, & Tice of Kittanning. The invoice was in the amount of \$18,500. Pam suggested the Board go into executive session to discuss this matter further. The meeting went into Executive Session at 8:00 pm. The meeting was re-convened at 8:16 pm. The Board then asked Solicitor Pam Walters to contact the Winfield Township Solicitor to collect additional information on this matter and attempt to resolve the issue.

12. Adjournment: A motion to adjourn was made at 8:17 p.m. by Richard Healey, seconded by Eric Smith, and approved unanimously.