

May 18th, 2009

Central Mainline Sewer Authority
P O Box 35 93 Jones Street
Lilly, PA 15938

May 18th, 2009 Meeting Minutes

Roll Call of the Board

7:00PM Chairman Rich Wray, Vice-Chairman William Claar, Board members Raymond Guzic, Jr., , and Secretary Rita Butterbaugh, Plant Manager Ronald Rakar, Engineer Steve Sewalk, Solicitor William Barbin and Secretary Pamela Flis all present.

James DeCort was unable to attend due to prior commitments.

Leslie Devett, Karen Lazere, Joseph Gorchik, Ronald Kick and Justin Eger also present for the meeting.

Salute to the Flag:

Public Participation:

Karen Lazere and Joseph Gorchik were told by Debra Settlemyer to contact CMSA about sanitary sewer service. Debra Settlemyer from the Cambria County Sewage Enforcement Agency contacted CMSA Chairman, Richard Wray to see if the waste water treatment plant had any EDUs available. As discussed the capacity at the plant, standard application for sanitary sewer services, tap fees per EDU (\$1500.00 per EDU), and how this resident can get tapped into CMSA. A grinder pump will be utilized for the Lazere/ Gorchik/ Moyer property. Lazere will be given a project/ parcel project sheet to plan how to get tapped into CMSA. A plan for sewage tap in must be submitted to CMSA board for approval.

Ronald Kick inquired about sewage exemptions; there is no temporary exemption from sewage billing, after reviewing CMSA Rules and Regulations and exoneration procedures, Kick's decided not to abandon the tap and to continue payment of the monthly fee.

Secretaries Report:

Motion made by William Claar 2nd Rita Butterbaugh, to accept the Minutes from the April 20th, 2009 regular meeting and April 24th, 2009 as submitted in written form. Roll call of votes, all in favor motion passed.

Motion made by William Claar 2nd Rita Butterbaugh to accept the Treasurers Report, Unpaid Bills and Additional Unpaid Bills as submitted in written form. Roll call of votes,

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all in favor motion passed.

Motion made by William Claar 2nd Rita Butterbaugh to submit the 2008 Audit to RUS and Barbara McMillen for approval on the condition of any questions or comments she may have. Roll call of votes, all in favor motion passed.

As discussed Kotzan's letter to the CMSA board with concern of internal control issues, relative to the control practices in the office, reviewing monthly invoices and account statements.

2008 LBSA Allocation from Kotzan's Office was completed at the time the Audit was finalized. Plant expenses and supplies due to flooding have been properly credit to the correct accounts. Office Payroll and Office supplies came into question with the meeting held with LBSA.

Motion to adjust the 2008 LBSA allocation, on CMSA's operating expenses by lowering the percentage rate on office personnel from 75% to 50% , and office utilities from 100% to 50%. Roll call of votes, all in favor motion passed.

As discussed the need to review this draft allocation with Sarah from Kotzan's office and the need for written verification on changes being applied to the allocation. Kotzan to examine losses and expenses and to verify any reimbursement received, in written form as a clarification to the Audit, with all correspondence forwarded to RUS/ Barb McMillen. William Barbin to send a letter of correspondence to LBSA explaining the changes in the draft 2008 Allocation due from LBSA and that CMSA reserves the right to reduce or raise the percentages of categories related to the true expenses CMSA may incur during the prior calendar year's business.

Two new updated letters dealing with unpaid tap fess and monthly fee correspondence, was revised and put before the board for approval at next month meeting. As well as CMSA Rules and Regulations standard letter that needs to be updated.

Correspondence:

CMSA has received the signed contract between CMSA and Ram Industries, for general maintenance at the Waste Water Treatment Plant.

As discussed the complaint CMSA received about our sewage plant from Karen Lazere, she filed a complaint against CMSA for raw sewage discharge. CMSA office was contacted by phone by Debra Settlemyer at the Cambria County Sewage Enforcement Agency.

John Garland BDA: Johnny's Angels has filed for exoneration due to a fire at his property, also discussed 461 Farmers Turnpike.

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Motion made by Raymond Guzic, Jr 2nd Rita Butterbaugh to exonerate 4502 Portage Street from sewage billing. Roll call of votes, all in favor motion passed

CMSA secretary must contact Mr. Garland to make sure he understands that his tap will be forfeited back to CMSA.

Motion made by Raymond Guzic, Jr 2nd Rita Butterbaugh to exonerate the Harriet-Morris Noel from sewage billing. Roll call of votes, all in favor motion passed.

Barbara McMillen will be visiting CMSA the first week in June for her annual visit and tour through the sewage plant. Barbara's tour is scheduled for Thursday June 4th, in the afternoon.

A copy of all correspondence is on file at the CMSA office.

Engineers Report:

Change order in the Fine Screen Building, when first planned the block building is two feet short, need to be larger to cover the channels, change order has been forwarded to RUS, Barb McMillen, in the amount of \$10,922.00.

Motion made by Raymond Guzic, Jr 2nd William Claar to authorize the engineer to prepare a change order in the amount of \$10,922.00 between CMSA and the contractors. Roll call of votes, all in favor motion passed.

A copy of the engineers report is on file at the CMSA office.

Solicitors Report:

LBSA asked CMSA to show on separate line items to show LBSA income and CMSA income, at current the auditor lumps the two together and shows as sewer user income. A separate line item to be created showing LBSA separate from CMSA.

As discussed the meeting held between LBSA and CMSA on May 11th, 2009 at the Lilly Borough Office, 417 Cleveland Street, Lilly, PA, concerns were voiced over the 2007 Allocation, and as discussed the percentage amount for each CMSA expense line item. Lilly Borough Sewer Authority ask for grant monies from CMSA, solicitors answer was NO.

Plant Operator Report:

As discussed the flow meters be placed in strategic location throughout CMSA sewage collection system, with the current recalculation and low flow some of the meters are becoming problematic.

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Motion made by Raymond Guzic, Jr 2nd Rita Butterbaugh to have the CMSA secretary send a letter of correspondence to LBSA, proposing removal of two flow meters from Williams and Cemetery Streets. Roll Call all in favor Motion passed.

As discussed requesting written confirmation that LBSA has received the letter concerning the flow meters and CMSA would answer any questions or concerns from LBSA, and if need be the flow meters can be reinstalled into the system.

Mark Stevens has been repairing and recalibrating flow meters and it is due for his semi-annual calibration.

As discussed the Panel View replacement and the programming of such panel and the scheduling of Siemens Technology specialist to review the waste water treatment plants electrical system.

Old Business:

Solicitor William Barbin to send a letter of correspondence to Helping Hand Rescue Mission in regards to the unpaid tap fees.

New Business:

As discussed the applications for the part-time position at the plant and the need for the board to review the applications and select the top five applicants for interviews, and the need for a Special Meeting to be held on Tuesday, June 9th, 2009 6PM.

Motion made by William Claar 2nd Raymond Guzic to hire James Dupirack as a temporary part-time CMSA employee on an as needed basis. Roll Call of votes, all in favor Motion passed.

Tabled Items:

For the Good of the Order:

Executive Session:

Additional Items:

Adjournment:

Motion made by William Claar 2nd Raymond Guzic, Jr., to adjourn the meeting at 8:35PM. Roll call of votes, all in favor motion passed.

For the Record:

A copy of the May 18th, 2009, meeting packet with minutes from April 2009 regular and Special meeting was mailed to LBSA on May 26th, 2009.