

May 17th, 2010

Central Mainline Sewer Authority

P O Box 35 93 Jones Street
Lilly, PA 15938

May 17th, 2010 7PM

Roll Call of the Board

7 PM Chairman Rich Wray, Vice-Chairman William Claar, Secretary Rita Butterbaugh, Board Members Raymond Guzic, Jr., James DeCort, Solicitor William Barbin, Engineer Steve Sewalk, Recording Secretary Pamela Flis and Plant Operator Ronald Rakar all present.

Leslie Devett and Richard Sweeney also attended the meeting.

Salute to the Flag:

Public Participation:

None at this time.

Secretaries Report:

Motion made by William Claar 2nd by Rita Butterbaugh to accept the Minutes from the April 19th, 2010 meeting as submitted in written form. Roll call of votes, all in favor, motion passed.

Motion made by William Claar 2nd by Raymond Guzic, Jr., to accept the Treasurers Report, Unpaid Bill Detail, and Additional Unpaid Bill Detail as submitted in written form. Roll call of votes, all in favor, motion passed.

As discussed the updated Description of Financial Accounts and updated secretarial interest transfer letter to First National Bank of Lilly, which includes the three new certificates of deposit replacing a closed checking account. Checking Account #0442 was closed at the end of April to accumulate all the interest for that month.

Correspondence:

2009 Audit Report Presented to the Board, Audit supplied to RUS for review.
Change in net assets, favorable variance of \$25,889.00, depreciation is included.

As discussed: Segregation of duties of the shared secretarial services and the allocation

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payments from Lilly Borough Sewer Authority to CMSA. With the audit completion, LBSA on a balancing invoice between what was paid and the difference from the 2009 audited expenses, invoice based on that percentage of the allocation, verified by the auditors. CMSA board members to review the audit and accept at next month's regular scheduled meeting.

As discussed: DEP Permit Renewal / PA Historic Commission

All Correspondence is on file at the CMSA office

Engineers Report:

As discussed:

- The completion of the CMSA WWTP Fine Screen Building and final payouts to the contractors.
- Sewer Extension Project-Request for funding submitted to RUS, Mapping, Planning Module, Environmental Report and Engineering Report
- NPDES Permit renewal
- Manhole Repairs at Lilly Level Road and Ryan Street.
- River stabilization along the Little Conemaugh in Washington Township

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

Solicitors Report:

As discussed sending an updated lien letter to HHRM and the updated lien letters that have been recently sent to other delinquent customers; showing all the additional charges included for the unpaid tap fees, such as 5% penalty, certified mailing cost and reimbursement of attorney's fees.

Plant Operator Report:

Mark Stevens from Gator Data performed recalibration of the flow meters in the CMSA sewer system, currently all the flow meters are working properly. There has been a 10% deduction in night flows. Ball Park flow meter is still being plagued with septic sand.

Inspection completed at 198 Benscreek Road, shower and utility sink were properly connected to the sanitary sewer system.

Ballast for UV bulbs received from Siemens Water Technology Corporation is incorrect, bulbs returned to Siemens for credit, correct ballast to be shipped in the future.

As discussed the need for Eckenrode Septic Tank Cleaning to clean the utility water: this is done on a yearly basis.

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Old Business:

Grease Trap Inspections: Updated letter of correspondence concerning grease traps, the use, cleaning and an inspection chart for CMSA inspectors.

New Business:

Nothing at this time.

Tabled Items:

HHRM Un-paid Tap Fees

Motion made by William Claar 2nd Rita Butterbaugh to file and send an updated lien letter with penalties and interest charges included for unpaid tap fees. Roll call of votes, all in favor, motion passed.

As discussed: The need for management to be more involved in the secretarial balancing of the company's financial accounts.

Executive Session: Begins at 7:50 PM Ends 8:10 PM – Discussion of personnel matters only- Employee evaluation

Motion made by Raymond Guzic, Jr. 2nd James DeCort to adjust the rate of pay for CMSA WWTP employee, Francis Hartline to 9:50 per hour from 8:50 per hour effective June 1st, 2010. Roll Call, All in favor, Motion passed.

Adjournment:

Motion made by Rita Butterbaugh 2nd William Claar to adjourn the meeting at 8:52 PM. Roll call of votes, all in favor motion passed.

For the Record:

A copy of the May 17th, 2010, meeting packet with minutes from April 19th, 2010 regular meeting and a copy of the 2009 Audit were mailed to LBSA on May 20th, 2010.