

July 17th, 2023

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

July 17th, 2023
6:00PM

Roll Call/Salute to the Flag:

Raymond Guzic, Jr., Rita Butterbaugh, Dennis Beck, Jeff Hite, Edward Myers, Solicitor William Barbin and Recording Secretary Pamela Flis.

Kenneth Leap, Jaime Hartline, Violet Houston, and Maureen College representing First National Bank of PA., Jordan Beyer representing the EADS Group also attended the meeting.

Public Participation:

Violet Houston and Maureen College- branch managers representing the First National Bank Of PA. Violet and Maureen wanted to introduce themselves to the CMSA Board and to offer the bank's services, for example- Loans, Certificate of Deposits.

Kenneth Leap- Washington Township resident who is desirous of tapping into the Central Mainline Sanitary Sewer, located at 141 Berry Lane. Right of way easements will need to be obtained from landowners whose property the proposed sewer main line extension will cross. The property will be served by a grinder pump with a pressure sewer line. Developers Agreement and sewage planning module is forthcoming.

Steve McMullen- Washington Township resident wanting to develop the property at 110 Wood Street. Sewage Planning Module, Easements and Developers Agreement forthcoming. Approximately eight lots will be created.

Jaime Hartline-Developing property along Farmers Turnpike. PA Department of Environmental Protection ACT 537 Planning has been approved. CMSA Solicitor approved the Developers Agreement presented to the CMSA Board for acceptance.

Motion made by Jeff Hite 2nd Dennis Beck to accept the KPZ Rentals, LLC Developers Agreement as presented. Roll call, All in favor, Motion passed.

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Secretarial Report:

Motion made by Jeff Hite 2nd Dennis Beck to accept the Regular monthly minutes dated June 19th, 2023, Treasurers Report, Unpaid Bills Detail, and Additional Unpaid Bills Detail as presented in written form. Roll call, all in favor, motion passed.

- The completed 2022 Financial Audit is completed. One finding – the shared secretarial service- the retirement allocation for 2021 was not invoiced to Washington Township for one half of the total allocated amount. Additional Billing to Washington Township for the retirement allocation is required.
- The Auditors concern of the saving from refinancing, classified as restricted assets for capital improvements.
- The 2022 Lilly Borough Sewer Authorities 2021 allocation was \$6,265.30 2022 allocation is \$6,338.09 a monthly increase of \$72.79.

Motion made by Rita Butterbaugh 2nd Edward Myers to accept the CMSA 2022 Financial Audit and the 2022 LBSA Allocation as presented in written form. Roll call, all in favor, Motion passed.

Correspondence:

- Kotzan CPA Engagement letter for auditing services fee: December 31, 2023- \$6,500.00, December 31, 2024- \$6,750.00, December 31, 2025-\$7,000.00.

Motion made by Jeff Hite 2nd Edward Myers to accept the Kotzan CPA and Associates, P.C. Audit Engagement Letter dated June 29th, 2023, for 2023, 2024 and 2025 auditing services. Roll call, all in favor, Motion passed.

Solicitors Report:

- Survey and Boundary Line issues – non-responsiveness to the adjoining landowner's legal representation. CMSA Solicitor recommends replacing the front survey pin.
- After the survey pin is reset, all the adjoining property owners belonging will be requested to be moved from the CMSA property.
- CMSA then should continue with its plans to build stone pillars to hold the CMSA WWTP Sign- currently the plant remains unsigned, due to the fact the wooden sign blew away during a high windstorm.
- Guzic Developers Agreement- ongoing.

Engineers Report:

As Discussed:

1. Rotary Press Upgrade

- Project would require a Part II permit which will take 6-10 months.
- Leadtime for press is an additional 8-10 months.
- Project was previously submitted for a grant.
- Project will go to grant board in September 2023 for a decision on funding (project on hold)
- Mobile press demonstration went well.

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- Received Sludge report from Frontier regarding sludge analysis.
- Three different polymers were evaluated throughout the week.
- The press had a flow of 9.3 GPM, a cake dryness of 13.6% and received a 9.5% capture rate.
- Results were as expected.

2. GIS Base Mapping

- The agreement was sent to Attorney Barbin on 6/26/2023 for his review.
- ESRI (Environmental Systems Research Institute- is an international supplier of geographic information system) that has an annual fee for the administration account for approximately \$550.00 per year.
- Additional accounts are approximately \$250.00 per year.
- Account fees are payable by CMSA.
- Project in progress.

3. Miscellaneous

- Assisted Eugene(Buster) Miller with the requirements for his lateral.
- KPZ Rentals received their exemption from Sewage planning-developers agreement is needed.

WWTP Report:

As Discussed:

- Submitted monthly and Annual DMR reports.
- Downloaded flow meter.
- Ran press hauled out loads. Replaced belt on press.
- Replaced stock kit on #1 utility water pump.
- The new decanter assemblies arrived.
- CAMCO started to replace the surge protectors- mounting brackets are needed before the surge protector replacement can be completed.
- Ram Industries called in to repair the lift pump station- pulled pumps and cleaned and repaired. Ram also conducted the annual pump service while they had the pumps pulled.
- The Sludge demonstration went well. When leaving the wastewater plant the truck had difficulty getting the trailer turned around. The need for an enlarged turning radius at the plant. Knopp and Klatt to be contacted for parking lot enlargement.
- Portage Township currently performing a paving project, additional area was added to the paving project, plant manager needs to acquire more manhole riser rings for the CMSA manholes. One manhole was paved over plant manager working to get that manhole uncovered and riser ring in place.
- The air compressor motor was replaced.
- The new sludge press will fit into the existing square footage of the sludge press room, the utilities will need to be moved to accommodate the press, water and electrical. The opening for the sludge tube may need to be readjusted.

Old Business:

- CMSA Sign WWTP – ongoing
- The need for a Bill of Sale for Raymond Guzic, Jr., for the Sewer main extension on Donahue Lane- ongoing.

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- Eugene Miller- CMSA requires an easement map suitable for recording. A copy of the gas companies' permission to dig under their lines and the gas company sign off on the projected sewer lateral plan. A gas company representative will be present while the digging is being completed.
- CMSA Solicitor suggests that a Developers Agreement be created.

New Business: None at this time.

Adjournment:

Motion made by Rita Butterbaugh 2nd Dennis Beck to adjourn the June 19th, 2023, meeting at 7:08 PM. Roll call, all in favor, Motion passed.

Executive Session: After adjournment. Personnel matters.

Lilly Borough meeting packet sent via fax to the Lilly Borough Secretary on July 18th, 2023.