

Meadville Area Sewer Authority

Meeting Minutes

January 11th, 2024

A public meeting of the Meadville Area Sewer Authority was held on Thursday, January 11th, 2023, at 4:30 p.m. in the Conference Room at the Treatment Plant.

Attendance

Authority members present were Rich Kebert, Rachel O'Brien, Barry Porter, and Marcia Yohe. Others in attendance were Jaclyn Millin Bronson of Shafer Law Firm; April Smith of the City of Meadville; Kimberly Mourer, MASA Executive Director; Ellie Logan, MASA Project Coordinator.

Approval of Minutes

Mr. Porter made a motion to approve the minutes for the monthly meeting held on Tuesday, December 19th, 2023. Mr. Kebert seconded, and the motion passed unanimously.

Public Comments

None

Communications

Ms. Logan presented the following:

- Complaints during the month of December.

Operator's Report

Ms. Mourer shared the Operator's report noting the following:

- The repair of the Force Main at Gill Village
- The transition plan for operators from the old system to the new system

Mr. Porter asked about the amount of overtime hours with a full staff and Ms. Mourer explained the holiday schedule.

Dr. O'Brien asked about the meal reimbursement policy and what causes its necessity, asking if it is due to needing more staff or simply availability. Ms. Mourer explained it is the result of unexpected events such as call offs.

Director's Report

Ms. Mourer shared the Director's Report, noting the following:

- MASA is currently at full staffing
- Updates to the upgrade timeline
- Installation date for new Belt Press and Polymer station on February 12th

- The preparations for the new electrical room
- The main line damage, repair, and cost for 20438 Alden St.
- New Crane truck has arrived and the crew is preparing it for the field

Financial Report

Ms. Smith shared the Financial Report and check registers. Part of the reports were missing from the meeting packet. The board will vote on approval of the check registers for December and January in the February meeting.

Consulting Engineer's Report

Ms. Mourer shared the Consulting Engineer's Report, noting the following:

- A meeting was held with the city manager to inform her of the various projects on the docket
- Discussions with engineers are in the works to develop and updated 5-year plan for projects

Ms. Mourer also mentioned her intention to meet with the state senator representing the area to inquire about appropriation funds.

Solicitor's Report

Ms. Millin shared the Solicitor's Report, noting the following:

- All liens for 97 Echnoz Ave. have been satisfied

Old Business

Ms. Logan updated the board on the Cartegraph Asset Management Software implementation with a presentation of what has been implemented and an example of its usage.

New Business

The decision was made to continue with the status quo for the day and time of each monthly meeting. Mr. Kebert made a motion for the officers to remain the same as before, Mr. Porter seconded, and the motion passed unanimously.

Adjournment

There being no further business, Mr. Porter motioned to adjourn the meeting into executive session at 6:34 p.m., Ms. Yohe seconded, and the motion passed unanimously.