

# Meadville Area Sewer Authority

## Meeting Minutes February 20<sup>th</sup>, 2024

A public meeting of the Meadville Area Sewer Authority was held on Tuesday, February 20<sup>th</sup>, 2024, at 5:30 p.m. in the Conference Room at the Treatment Plant.

### **Attendance**

Authority members present were Jim Oakes, Rachel O'Brien, Barry Porter, and Marcia Yohe. Others in attendance were Jaclyn Millin Bronson of Shafer Law Firm; Jeff Marnicio of Burgess & Niple; 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, January 11<sup>th</sup>, 2024. Mr. Oakes seconded, and the motion passed unanimously.

### **Public Comments**

None

### **Communications**

Ms. Logan presented the following:

- Complaints during the month of January.

Inspire Salon and Spa payment agreement presented for ratification, Mrs. Yohe made motion to ratify, seconded by Mr. Porter, and the motion passed unanimously.

Dr. O'Brien asked about policies regarding public comment and requested documentation from past meeting minutes.

### **Operator's Report**

Mr. Wescott shared the Operator's report noting the following:

- The highest daily flow rate for January.
- The high number of days that the belt press was run in preparation for the installation of the new press.

### **Director's Report**

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

- MASA staff are acquiring letters of support for the proposed Race Street Force Main project. Mrs. Yohe mentioned a potential for Vernon to also contribute a letter of support.

Dr. O'Brien asked if other city entities would be vying for the funds as well, Ms. Mourer responded that they will not.

- The need for a new generator at the Walnut Street Lift station. Noted that a natural gas generator is preferred if possible.
- The sale of both the 2002 crane truck and 2010 Chevy Silverado 3500.

### **Financial Report**

Ms. Smith shared the Financial Report and check registers. Part of the reports were missing from the meeting packet. Mr. Oakes motioned to approve the capital check registers for December and January, Mrs. Yohe seconded, and the motion passed unanimously. Mr. Porter motioned to approve the operational check registers for December and January, Mr. Oakes seconded, and the motion passed unanimously.

### **Consulting Engineer's Report**

Mr. Marnicio shared the Consulting Engineer's Report, noting the following:

- The new belt press was installed successfully.
- The first of the UV channel upgrades is in progress.
- Bidding date for the manhole/pipe spot repair project will open in 2 weeks' time.
- Bidding for sludge hauling set to open in mid-May.

### **Solicitor's Report**

None

### **Old Business**

Ms. Mourer mentioned the attendance of the Vernon Township meeting noting it was overall positive. Vernon representatives will visit the MASA plant in April for a walk through/tour. Ms. Mourer noted that the Vernon representatives had inquired about their usage percentage. Ms. Logan volunteered to acquire rough figures.

### **New Business**

Motion to approve Professional Service Contracts made by Mr. Porter, seconded by Mrs. Yohe, and the motion passed unanimously.

Motion to ratify the sale of the 2010 Chevy Silverado 3500 made by Mr. Oakes, seconded by Dr. O'Brien, and the motion passed unanimously.

### **Adjournment**

There being no further business, Mr. Oakes motioned to adjourn the meeting at 6:22 p.m., Mr. Porter seconded, and the motion passed unanimously.