

# Meadville Area Sewer Authority

## Meeting Minutes

April 16<sup>th</sup>, 2024

A public meeting of the Meadville Area Sewer Authority was held on Tuesday, April 16<sup>th</sup>, 2024, at 5:30 p.m. in the Conference Room at the Treatment Plant.

### **Attendance**

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

### **Approval of Minutes**

Ms. Millin requested one amendment to the meeting minutes, changing the language from accept to ratify regarding the lien satisfaction list. Mrs. Yohe made a motion to approve the minutes for the monthly meeting held on Tuesday, March 19<sup>th</sup>, 2024. Dr. O'Brien seconded, and the motion passed unanimously.

### **Public Comments**

None

### **Communications**

Ms. Logan presented the following:

- Complaints during the month of January.
- Collections report.

Payment agreement for 21667 Golden Dr. was brought to vote for ratification. Mr. Kebert made a motion to ratify, Mrs. Yohe seconded, and the motion passed unanimously.

Abatement Request for 285 Allegheny St. was brought to vote for approval. Mr. Oakes made a motion to approve, Dr. O'Brien seconded, and the motion passed unanimously.

### **Operator's Report**

Ms. Mourer shared the Operator's report.

### **Director's Report**

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

- Sludge Hauling bids are requested for 2024-2025. Bid opening is May 15<sup>th</sup>.
- Plans for Cussewago Square development in 5<sup>th</sup> Ward have been reviewed by the staff.
- MASA Staff vacuumed and flushed a line on Alden St. that had gravel and silt build-up

- Powell's Sanitation discovered structural damage within the ROW for a resident at 326 Lincoln Ave. Structural damage located within the ROW falls under MASA's responsibility under Resolution 5. Ms. Mourer shared that in emergency repairs, MASA has authorized the contractor on-site to perform the repair immediately. Mr. Oakes asked about the cost to the homeowner in these situations. Ms. Mourer assured Mr. Oakes that when located within the ROW, MASA assumes the repair cost.
- Mrs. Yohe asked about the DEP tour of the plant. Ms. Mourer shared that the DEP completed a full facility tour and passed around the DEP written report for board review.
- PA 811 awarded MASA a refund based on responsiveness to the PAOne calls.

### **Financial Report**

Ms. Smith shared the Financial Report, including the Operating and Capital check registers. Mrs. Yohe motioned to approve the capital and operational check registers for March; Mr. Oakes seconded, and the motion passed unanimously.

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

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

- Bids are out with one addendum being added to the point repairs project.

Dr. O'Brien asked about the equipment around the outside of the plant and its security. Mr. Marnicio informed her that the general contractor is responsible for all security and any issues that may arise until the equipment is fully installed.

### **Solicitor's Report**

Ms. Millin presented the Solicitor's report including the lien satisfactions. No new lien satisfaction to report, no vote needed.

### **Old Business**

Ms. Mourer presented an informational packet to the board regarding Inspire Salon & Spa with all documentation MASA has acquired thus far regarding their billing. Ms. Mourer informed the board that MASA Staff would be conducting more research to ensure that the cost being charged is accurate and fair.

Dr. O'Brien discussed the meeting packet being sent out a week before the meeting and ensured that this practice was working for all present.

### **New Business**

Brief discussion was held regarding the Race St. development including a discussion regarding MASA's eligibility for Grants where is pertains to Race St.

### **Adjournment**

There being no further business, Mr. Kebert motioned to adjourn the meeting at 6:28 p.m., Mrs. Yohe seconded, and the motion passed unanimously.