

MILLCREEK TOWNSHIP SEWER AUTHORITY

MEETING MINUTES OF NOVEMBER 17, 2016

Chairman Pam Monaco called the Meeting to order at 4:31 PM, with the Pledge of Allegiance. Those in attendance were:

Board Members: Dan Bensur, Nanci Lorei, Sue Euliano, John DiPlacido, Cindy Spizarny, and Mary Styn

Absent:

Advisor: Solicitor Tim Wachter **Staff:** Rob Rodemoyer, David Wright and Sebastian Puda

Millcreek Township: Gary Snyder and John Groh

MINUTES: The Minutes of the regular meeting of October 20, 2016 were approved as submitted upon motion by Sue Euliano and seconded by Mary Styn.

The Minutes of the special meeting of October 31, 2016 were approved as submitted upon motion by Sue Euliano and seconded by John DiPlacido.

FINANCIAL REPORTS: The October Financial reports, with corrections to the Cash Flow Report, were approved as submitted upon motion by Sue Euliano and seconded by Cindy Spizarny.

**OLD BUSINESS:
ADMINISTRATIVE**

DEVIATION FROM AGENDA:

B. CAPITAL PROJECTS - Mr. Rodemoyer reviewed the Capital Projects Report and made specific comment on the following:

1. Route 8 Project – Phase I is nearing completion and only some electrical work is remaining. Chivers Construction has completed the construction and final Pay Estimate 9 will be acted on under New Business. Phase 2 of the project should be ready for bid and is hopeful for a bid opening next meeting. The Authority is also waiting on the wetlands permit. Greene Township's H2O Grant for the project does not expire until 2018.
2. Wolf Road Pump Station – Konzel Construction has stated the project and has completed most of the outside work.
3. 2016 Grouting Project – Sewer Specialties Service Co., Inc. has completed the work and final Pay Estimate Number 5 will be acted upon under New Business.

4. Asset Management Software – Training was held on October 18th and 19th. Implementation of the software including the ESRI software setup has been completed. Additional training and setup will take place early in December.

**NEW BUSINESS:
ADMINISTRATIVE**

A. PAY ESTIMATES

1. 2016 Route 8 Project: Chivers Construction Company Inc. – Final Pay Estimate Number 9 in the amount of \$45,348.87 was approved upon motion by Dan Bensur and seconded by Sue Euliano.
2. 2016 Grouting Project: Sewer Specialties Service Co. – Final Pay Estimate Number 5 in the amount of \$21,733.62 was approved upon motion by Dan Bensur and seconded by Sue Euliano.

- B. COMMITTEES** – Mr. Rodemoyer made aware to the board that the Nominating and Personnel Committees each had a vacancy. The Authority board, by motion by Nanci Lorei and seconded by Cindy Spizarny, tabled any action to fill these vacancies.

- C. AUDITORS ENGAGEMENT LETTER** – The engagement letter was received from Buseck, Barger, Bleil & Co. to audit the Sewer Authority in the amount of \$8,800.00. The Authority board, by motion by Dan Bensur and seconded by Sue Euliano, tabled any action until later this year.

SOLICITOR’S REPORT: None

**OLD BUSINESS:
ADMINISTRATIVE**

RETURN TO AGENDA:

- A. MANAGEMENT CONSULTANTS** – No action was taken. The Authority did receive the deliverables from J.L.Nick & Associates, Inc.
- B. MANAGEMENT AGREEMENT** - The Board discussed options that the Authority could do regarding the Management Agreement.

EXECUTIVE SESSION: By motion by Cindy Spizarny and seconded by John DiPlacido, the Authority Board went into Executive Session at 4:48 PM.

At 5:50 the Authority Board came out of executive session.

After executive session, upon motion by Cindy Spizarny and seconded by Sue Euliano, the Board approved a one time bonus of \$750.00 to Rob Rodemoyer, \$750.00 to David Wright, \$500.00 to Shawn McClelland and \$250.00 to Sebastian Puda for the purpose of providing extra pay for the extra duties due to the elimination of the CEO and CFO positions. John DiPlacido and Nanci Lorei voted NO.

Mary Styn explained that she, and many members of the board had many questions regarding the Township's proposal including how the Authority would generate a revenue stream under the proposal; how much revenue the Authority would need to operate; whether the Authority would continue to manage projects and capital repairs, and if so how much money is needed; are financial projections prepared and are they reasonable; what actual savings and efficiencies are gained by the rate payers by this proposal; how would the Authority gain revenue to make debt service payments; what is the best manner to explain this to the rate payers. By motion by Mary Styn and seconded by John DiPlacido, the questions and concerns were referred to the operations committee to formalize a list of questions and concerns, and to then address them to the Supervisors.

The meeting was adjourned at 6:02PM upon motion by Cindy Spizarny and seconded by Nanci Lorei.

SECRETARY