

Eagles Mere Borough Authority
Minutes
February 16, 2023
5:00 pm

The following members were in attendance in the room: Cathy Coniff, Chair, Lance Robson, Ed Kassab, Pete Swinick, and Bob Gerber and with Bob Boote on the Conference Phone. Also present: Secretary/Treasurer Dave Carson and Facilities Manager Adam Maczuga.

Call to Order and Confirmation of a Quorum – Chair Cathy Coniff confirmed that a quorum was present in the room and on the phone.

Recognition of Guests and Public Comments or issues – None

APPROVAL OF MINUTES – Minutes of the meeting of January 19, 2023, were moved for approval by Bob Gerber and seconded by Ed Kassab. The motion passed.

TREASURER'S REPORT - Written reports through January 31, 2023 were provided with agendas. On motion from Ed Kassab and seconded by Bob Boote, approval was deferred, subject to further review of asset reporting as part of the audit. The motion passed.

Dave Carson reviewed the planned process for sending 2023 invoices to customers. The email process used last year was problematic. A revised method is planned with a confirmation system by USPS mail to see if the email system can be utilized in the future.

Finance Committee Report – The Auditor's continue review of 2020 and 2021. Bob Gerber is working on a revised format for the Authority's Balance Sheet and Profit and Loss statements.

Signature authorities at C&N and PLGIT have been revised based on recent officer elections to now include Cathy Coniff, Dave Carson, and Bob Gerber. Pete Swinick has been deleted from the list.

OPERATOR'S REPORT –Adam's written report was reviewed. There were no exceedances or violations in January. He is working on winter/off season maintenance. The Mackey Run effluent tanks have been pumped and cleaned. The generator for the Outlet Plant has been delivered and will be connected in the near future as weather conditions allow.

ENGINEER'S REPORT- The 2023 Chapter 94 Report been drafted for review by the Board. Copies will be distributed for Board comment prior to submission.

INFORMATION –

- ✓ Estimated delivery dates for the stand-by generators purchased in January 12, 2022 have been adjusted again. We were told to expect the Mackey Run 240-volt unit to be delivered in late February or early March with the Outlet Plant 208-volt unit about a month later. HOWEVER, the Outlet Plant 208-volt unit was delivered to the contractor's site on February 14. Both units are to be delivered to the Electrical contractor's location and can be transported to the site and installed thereafter based on weather and ground conditions.

- ✓ Arrangements for the 2023 “Sewer Gala” are now in flux. The February 16 date conflicted with the Barn’s Community Dinners and so we tried to move the Gala to March. We now know that the Inn is closed completely for renovations during March and April. We will search for an alternate location or an alternate date. Stay tuned for updates!

CONTINUED BUSINESS:

- ✓ None

NEW BUSINESS –

- ✓ Pete Swinick has suggested that the Authority forgive or adjust the sewer fees charged to the Fire Company due to their minimal use and to their good works. After discussion, it was noted that the PA Municipal Authorities Act requires that rates be uniform across various rate classifications. Currently we charge one EDU per each Residential customer per structure and one EDU plus metered usage of potable water per each Commercial customer. It was moved by Bob Boote and seconded by Ed Kassab to continue this treatment for the Fire Department but to also watch metered rates as some of their usage is for equipment cleaning, etc. and does not flow into the sewer system. The motion passed with Pete Swinick, a member of the Fire Department, abstaining.

Workshops & Events: None scheduled

Approve Payment of Bills- Bills as reviewed. Motion for Approval by Bob Gerber and second by Ed Kassab. The motion passed.

Adjournment- The Chair adjourned the meeting at 5:50 pm.

Respectfully submitted

David R Carson, Secretary