

Minutes of the Fox Chapel Authority Board of Directors meeting held Tuesday 12/3/19 at 7:00 PM at the Fox Chapel Authority office, 255 Alpha Drive, O'Hara Township, PA.

Board of Directors present

Mrs. A. C. Lehman, President
Mr. P. A. Iurlano, Vice President
Mrs. S. M. Mantia, Secretary
Mr. J. A. Domaratz, Treasurer
Mrs. N. S. Snider
Mrs. R. C. Saunders

Others present

Mr. M. S. Moore, Bankson Engineers, Inc.
Mr. A. A. Ditka, Dinsmore & Shohl
Mr. M. E. Nicely, Manager

Mrs. Lehman, President, presided and called the meeting to order at 7:02 PM.

Approval of Minutes

Mrs. Lehman requested any comments or corrections to the minutes of the October 29, 2019 minutes. There being no comments Mr. Iurlano made a motion to accept as presented. Mrs. Mantia seconded with all in favor.

Visiting Delegations/Public Comment Period

None.

Financial Report

Mr. Nicely reviewed the check register after which it was accepted. He continued with a brief review of the October income statement, balance sheet and actual versus budget comparison.

Mr. Nicely continued with a brief review of the 2019 Annual Budget Report and 2020 Budget. He referred the group to Schedule 8 which is the historical comparison of revenues and expenses to the proposed budget. He noted that the figures for 2020 are based upon 2018 consumption figures coupled with a 25% loss factor. The revenue figures for 2020 reflect the proration of the March 1, 2019 rate increase along with the ninth adjustment to private fire protection fees. The general water service rates remain unchanged while the tap fees and miscellaneous fees were modified to reflect materials and labor cost increases. The 2020 proposed budget along with projections out to 2025 will enable the organization to pursue its capital needs.

Mrs. Saunders questioned the abnormally high usage of the Pittsburgh Field Club this year. Mr. Nicely explained that this was due to a large leak early this year and their pattern has returned to past patterns.

Mrs. Mantia made a motion to accept the Annual Report and 2020 Budget with Mrs. Snider providing the second. All voted in favor.

Consulting Engineer's Report

Mr. Moore briefly reviewed his written report and noted the update regarding the Booster Station project which is on track to be completed in January or February.

Solicitor's Report

Mr. Ditka has nothing to report but needs the President's signature on the North Tank Verizon agreement which was approved at the October meeting.

Manager's Report

Mr. Nicely noted several changes to his written report specifically that his PaWARN meeting will be held on December 12, 2019 and that we've collected 79% of 2018 inactive accounts. He continued with a review of his leak detection survey results by explaining the methodology of the process to the group. He mentioned that with the final location and repair of the leaks should reduce our loss rate by 50%. He however cautioned that the results are based on that snapshot in time and new leaks can or will arise necessitating follow up efforts. It was agreed that this process should be done semiannually to control our loss rate better.

Committee Reports

Mrs. Saunders stated that her report should be handled in Executive Session.

Old Business

None.

New Business

Mr. Nicely reviewed his memo regarding penalty waivers for HP Pennsylvania LLC and Fales which were approved. He continued with the memo for our 2020 meeting dates which was also approved and will be published.

Lastly Mr. Ditka reviewed Mr. Nicely's email regarding renegotiating the AT&T lease for the North Tank. Mr. Nicely is to indicate our desire to discuss this matter.

Executive Session

At 7:44 PM the regular meeting adjourned to discuss personnel matters. The regular meeting resumed at 8:22 PM.

Board Comments

None.

Public Comments on Non-Agenda Items

None.

Adjournment

There being no further business to come before the Board of Directors Mrs. Mantia made a motion to adjourn at 8:24 PM. Mrs. Snider seconded with all in favor.