

Minutes of the Fox Chapel Authority Board of Directors held Tuesday July 28th, 2020.

Due to the continued Covid-19 pandemic meetings have been a mix of in-person attendance, Zoom calls and phone conference calling. This should be expected to continue to be the normal process for some time.

Board of Directors present

Mrs. A. C. Lehman, President (present)
Mr. P. A. Iurlano, Vice President (via Zoom)
Mr. J. A. Domaratz, Treasurer (present)
Mrs. R. C. Saunders (via Zoom)
Mrs. N. S. Snider (via call-in)
Mrs. S. M. Mantia, Secretary (present)

Others present

Mr. M. S. Moore, Bankson Engineers, Inc. (present)
Mr. A. A. Ditka, Dinsmore & Shohl (via call-in)
Mr. G.R. Hart, Interim Manager (present)
Mr. Justin C. Jump, Manager (present)

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

Approval of June 30th, 2020 Meeting Minutes

Mrs. Lehman requested any comments or corrections to the minutes of the June 30th, 2020 meeting. Mrs. Snider made motion to approve. Mr. Domaratz seconded. All voted in favor.

Visiting Delegations/Comment Period

None.

Financial Report

Mr. Hart reviewed the income statement and balance sheet for June and the budgeted statement of income.

Mr. Hart reviewed the financial data for the month and explained the details on the short forms. Comprehensive forms were provided to each board member for review.

Consulting Engineer's Report

Mr. Moore submitted a written report.

Mr. Moore advised the Board that he has still not heard back from Norfolk Southern concerning the drainage project for the River Road storm drain. Several emails have been sent with no response.

Mr. Hart reminded the Board that the fence was taken down in that area to accommodate the work performed by Norfolk Southern, and if there is no communication for when the project will start, the fence will be put back up for security reasons until we are advised of a project start date.

Mr. Moore revisited the 2020 Paving Contract, (contract number 20-1), and advised the Board that we should be hearing from M. O'Herron Company on a start date.

Mr. Moore updated the Board on the Cabin Lane project and reviewed several details on the project. They are:

- Topography is complete, plans are to be completed through drafting.
- Tentative plan is to send out for bid before August board meeting, with plans to choose a contractor at next month's meeting.
- Mr. Moore explained the benefit of using PVC versus ductile iron in the case of Cabin Lane, mostly due to "hot" soil.
- Mr. Hart explained the cost savings of \$23,900 using pvc versus ductile iron.
- Mr. Hart and Mr. Moore both advised that pvc has been used extensively in situations like Cabin Lane (hot soil, corrosion) and recommend it's use in this case.
- Mr. Moore explained that bids will come in "including" material. There is a potential risk with any given contractor if the FCA were to provide material, should there be issues, it could lead to finger pointing of faulty equipment.

Mr. Iurlano asked a few questions concerning the Cabin Lane contract, directed to Mr. Moore. They were:

- Who would be responsible for the inspection of the work being performed, and would they be there full time? Mr. Moore explained this is usually the responsibility of the contractor, but the FCA can, if they wish, have one of our employees there also, of course at our own cost.
- Who is responsible for replacing the customer taps? Mr. Moore explained that this would be the contractor's responsibility.

Mr. Iurlano advised that the FCA should consider replacing customers meters with meter pits during the Cabin Lane line replacement, should time and cost permit the FCA to do so.

Solicitor's Report

Mr. Ditka advised the board on the issue surrounding Mrs. Saunders and her current residency in Aspinwall. It was advised by Mr. Ditka that Fox Chapel Borough will no longer allow her to represent the borough for she is no longer a resident. There was no clear direction from Fox Chapel if this were immediate or if there would be a time frame for cut-off. More info to follow at next board meeting.

Mr. Ditka advised that there will be a rescheduled date for the Fay lawsuit, more information to follow.

Mr. Ditka advise he was contacted by Verizon again on the use of the North Tank for a cellular antenna. Mr. Ditka is in contact with Verizon, more information to follow.

Manager's Report

Mr. Hart submitted a written report.

Mr. Hart reviewed the pumpage for the period ending June 30th, 2020. Mr. Hart advised that at the current rate, the non-billable water percentage is 31.6%. Mr. Hart is questioning this loss percentage and the method that is used to calculate the loss. Mr. Hart feels that this is high and could be a by-product of how the FCA is doing the calculation. Mr. Hart to investigate this. Mr. Hart also advised that if the figures are truly this high, the FCA may need to show the DEP what the FCA is doing to bring this under control.

Mr. Hart advised that the emergency generator is still on progress for installation around August 17th.

Mr. Hart reported on the progress of the Windsor Road project. The slow start due to rock was overcome towards the end of the first phase of the project, but the crew expects to possibly hit rock once again on the next phase of the project.

Mr. Hart mentioned along with the other Cabin Lane updates, that there have been nine (9) breaks to date on Cabin Lane this year.

Mr. Hart advised that Alex, the summer help for 2020, will be finishing his last week of work this week, and returning to school, the FCA wishes him the best of luck.

Mr. Hart visited the newly posted open position to hire a seventh utility worker, and along with Mr. Jump advised on the status of the open position. To date, only (3) resumes have been received. This could be due a few factors, but most likely due to visibility of the open position. Mr. Jump to call the surrounding townships once again and ask for their assistance for expanding the search for the candidates for this position.

On the topic of the open position, Mr. Domaratz requested that he have a chance to review the resumes of the potential candidates. This led to further discussion about possibly creating an online portal so that all the board members could review the potential candidates. Mr. Jump to have further discussions with Rich Sikon about creating an online portal for viewing potential candidates.

The topic of the open position also led to discussions on training opportunities for the utility workers. Mr. Jump to investigate any available training that may be able to be completed on FCA property, and if not, to visit the possibility of sending the utility workers to training classes outside the FCA.

Committee Reports

None.

Old Business

None.

New Business

Mr. Domaratz made a motion to hire an outside auditor, separate from our current auditor, to review the state of the FCA and to perform an in-depth, forensic audit. This audit will be to review past and current practices, and to make sure that the FCA is operating properly. This motion was seconded by Mrs. Mantia and unanimously accepted. Mr. Domaratz provided the name of a firm that specializes in these types of audits and Mr. Ditka will also provide the names of a few firms that specialize in this area. Mr. Jump will bring the quotes and scope of service for three (3) potential firms to perform this audit to the next meeting.

Adjournment

There being no further business, Mrs. Mantia made a motion to adjourn, which was seconded by Mr. Domaratz. All voted in favor. The meeting was adjourned at @ 8:20pm.