

Minutes of the Fox Chapel Authority Board of Directors held Tuesday October 27th, 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 (Zoom)
Mr. P. A. Iurlano, Vice President (Zoom)
Mr. J. A. Domaratz, Treasurer (present)
Mrs. N. S. Snider (present)
Mrs. S. M. Mantia, Secretary (Zoom)
Mr. C. Pegher (Zoom)
Mr. D. Newman (Zoom)

Others present

Mr. M. S. Moore, Bankson Engineers, Inc. (present)
Mr. A. A. Ditka, Dinsmore & Shohl (Zoom)
Mr. Justin C. Jump, Manager (present)

Mrs. Lehman, President, presided and called the meeting to order at 7:04 p.m.

Approval of August 2020 Meeting Minutes

Mrs. Lehman requested any comments or corrections to the minutes of the August 25th, 2020 meeting. Mrs. Lehman made a note that if a board member is absent, it should be noted on the minutes. The August meeting minutes will be updated to reflect an absence. Mrs. Snider made motion to approve. Mr. Domaratz seconded. All voted in favor.

Visiting Delegations/Comment Period

None.

Financial Report

Mr. Jump reviewed the income statement and balance sheet for September and the budgeted statement of income.

Mr. Jump 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 that there has been communication with Norfolk Southern, and that the storm drain work is to be started on November 9th. Mr. Moore advised that there are additional pavement repairs requested for M. O'Herron to repair before the paving season is over. Depending on weather, these requests will be reviewed. Mr. Moore advised the proposed start date for Cabin Lane was October 22nd. As of this meeting, Cabin Lane has been started.

Solicitor's Report

Mr. Ditka advised that the research into West Chapel Ridge Road was still ongoing and would have more information at next month's meeting.

Mr. Ditka reviewed the options for a Leave Policy and FMLA including Personal and Maternity Leave.

Manager's Report

Mr. Jump submitted a written report.

Total pumpage for the 12 months ending September 30th, 2020 was 617,378,000 gallons while sales for the same period were 423,807,000 gallons. The difference of 193,571,000 gallons in non-billable water is 31.4%. Compared to September (32.5%) this is a decrease of 1.1% of non-billable water.

Mr. Jump reviewed the progress of several projects including Cabin Lane, Fairview Road, Windsor Road and the request for service on West Chapel Ridge Road in the Manager's Report.

Mr. Jump also reviewed the Break Report through October 21st with one additional Cabin Lane break (break #78) occurring on September 28th.

Mr. Jump updated the Board on the 2Krew Security System/Intercom System. The deposit has been paid and 2Krew will schedule the install once all the material has been received.

Committee Reports

None

Old Business

The accounting policies audit quotation from Deluzio and Associates has been received and the reference from Springdale Borough has been checked out and reviewed. Mr. Domaratz made a motion to accept and schedule an audit from Deluzio and Associates. Mrs. Lehman clarified the request not to exceed \$5,000 and the motion was seconded by Mrs. Mantia. Mr. Jump will reach out to Deluzio and Associates and provide information at the next meeting.

New Business

The Authority received a request from Fox Chapel Borough for a water adjustment on a meter that is installed on the borough's municipal building property. More information is needed on this situation before a decision can be made. Mr. Jump to provide more information at the next meeting.

Several large adjustment requests have been received; they are:

- 930 Fox Chapel Road requested an adjustment due to lines being left open to the outdoors that left hoses running. This adjustment was approved with four (4) board members voting for the adjustment, and two (2) board members voting against the adjustment. One (1) member abstained from voting.

- 15 Sweet Water Court requested an adjustment due to damage to water filling equipment and damage to water hoses used to irrigate the property. This adjustment was approved with four (4) board members voting for the adjustment, and two (2) board members voting against the adjustment. One (1) member abstained from voting.
- 3 James Ross Place requested an adjustment due to two issues. This adjustment was tabled until next month until the information can be clarified.
- 11 Chestnut Lane requested an adjustment for a broken water line. This adjustment was denied due to multiple issues over the years where the line should have been repaired and due to the fact that two (2) adjustments have been given in the past on this account.
- 147 North Drive requested an adjustment due to irrigation equipment being left on. This adjustment was tabled until next month until the information can be clarified.

The Board agreed to have a one-time arrangement for maternity/parental leave until a policy can be developed. The Board agreed to one-time approval of a paid 12-week maternity leave for a current employee. Mr. Domaratz made a motion to accept this one-time arrangement and Mr. Newman seconded this motion and the motion was unanimously accepted.

Executive Session

The Authority entered into an Executive Session at 8:30pm, and the meeting resumed at 8:45pm.

Adjournment

There being no further business, Mr. Domaratz made a motion to adjourn, which was seconded by Mr. Pegher. All voted in favor. The meeting was adjourned.