

Minutes of the Fox Chapel Authority Board of Directors held Tuesday December 7th, 2021.

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. S. M. Mantia, Secretary (Zoom)
Mrs. N. S. Snider (Present)
Mr. C. Pegher (Zoom)
Mr. D. Newman (Present)

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 7:01 p.m.

Approval of October 2021 Meeting Minutes

Mr. Newman made a motion to approve the October meeting minutes as amended and Mrs. Snider seconded, all voted in favor.

Visiting Delegations/Comment Period

None.

Financial Report

Mr. Jump provided the income statement and balance sheet for October 2021 and the budgeted statement of income for review prior to the meeting. Mr. Jump reviewed the details under the Statement of Income and Comprehensive Income. Mr. Jump also reviewed and commented on the Budgeted Statement of Income.

Consulting Engineer's Report

Mr. Moore reviewed the current status of the current projects ongoing with the Authority. Included was the River Road Storm Drain, 2021 Paving Repairs that are the responsibility for FCA to complete, and the current SCADA upgrade specification package being written by FCA and reviewed by Bankson.

Solicitor's Report

Mr. Ditka commented on the status of the PWSA contract renewal and subsequent meeting that occurred with PWSA and Fox Chapel Authority. Mr. Ditka commented that discussions are progressing and there is no further information for this month on the subject.

Mr. Ditka reviewed the loan refinancing the Authority is current seeking and advised that the current provider, First National Bank, provided the best quote and lowest interest rate for the refinance. Mr. Ditka forwarded the information to all of the Board members via email.

The next step will be to setup a Special Meeting to occur with the next week or two. That meeting will need to be advertised and printed in the newspaper. This meeting is scheduled on December 14th, 2021 at 12:00 p.m. At this meeting there will be a motion to adopt the refinance resolution.

Manager's Report

Mr. Jump reviewed the items on the monthly manager report. This included updates on the 2021 Flushing Program, Leak Detection, Long Fellow Road and the Meter Pilot Program.

Mr. Jump discussed the 2022 state ethics forms that each board member must complete. Paper copies will be distributed at our upcoming meetings. There is also the ability to complete these online. These forms are due by May 1st, 2022.

Committee Reports

The Finance Committee had met to discuss the loan refinancing. Questions were raised that required clarification from First National Bank. The committee also reviewed the 2022 Authority budget, which will be further discussed at this meeting.

The Personnel Committee had discussed the upcoming 2022 union contract. The union is scheduled to meet on December 14th.

Old Business

Mr. Jump reviewed the items listed out under old business. The Accounting Policy has been given administrative staff for review and implementation.

Mr. Jump had included information in the monthly meeting package. This information provided clarification on board member bonding and public officials liability. The board questioned the policy limits that were set at \$100K per incident, and has asked for a quote to raise that coverage to \$500K. Mr. Jump to inquire with the Authority's insurance broker.

Mr. Jump reviewed the ongoing issue with Costa Construction and will issue a tampering letter and fine.

The remaining items under Old Business were discussed under Solicitors Report, Engineers Report and Managers Report.

New Business

Mr. Jump reviewed the proposed 2022 Budget with the Finance Committee. The budget will include a 3% increase in rates to cover an upcoming rate increase from PWSA that will be issued in January.

Included within the budget is a line item for new vehicle purchases. Mr. Pegher commented that the Authority should consider electric vehicles for possible fleet replacement. Mrs. Snider asked for details on the vehicles being replaced, Mr. Jump to provide.

Mr. Domaratz asked about the vehicles being replaced and recommended that these should be sold on Muncibid. Mr. Jump will review the details and report back to the Board.

Included within the 2022 Budget is a line item to included office upgrades such as paint, carpet, etc. Mr. Pegher mentioned that he could review and provide input as needed.

After discussion Mrs. Lehman made a motion to accept the 2022 Budget, this motion was seconded by Mr. Newman. All voted in favor.

Mr. Jump presented several bill adjustment requests for consideration. 113 Nantucket Drive and 1081 Freeport Road were not eligible for an adjustment due to previously approved adjustments. 84 Fair Oaks Drive and 212 Brownhill Road needs more information, will be reviewed at a further date. Mr. Iurlano made a motion to accepted the remaining adjustment requests. This motion was seconded by Mrs. Snider and five board members voted yes, one voted no.

Mr. Iurlano requested that the current adjustment policy be reviewed by Mr. Jump, and a revised policy presented at the January 2022 meeting.

Executive Session

The Board entered into an executive session at 7:39 p.m. to discuss potential litigation, and the regular meeting convened at 7:48 p.m.

Board Comments

Mr. Pegher commented that the Authority should review its current water quality practice and look into the possibilities of improving the water quality standards that exceed the state requirements. Mr. Jump to engage Don Kendrick, Water Quality Supervisor in these conversations.

Adjournment

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