

GREENVILLE WATER AUTHORITY  
REGULAR MEETING OF THE  
BOARD OF DIRECTORS  
WEDNESDAY, FEBRUARY 13, 2013 5:30 PM

Present

Directors: John Gibson, Chairman  
Don Shaw, Vice Chairman  
Marion Rosselot, Secretary  
Tom Fisher, Treasurer  
Richard Boyd, Assistant Secretary/Treasurer

Engineer: Tom Thompson, Senior Project Manager

Employee: William M. Brady, Superintendent

Press: Caleb Stright, Record Argus

Guests: Gary Beatty

Meeting called to order by Mr. Gibson. Minutes of the January 9, 2013 meeting were reviewed. Mr. Gibson stated that Mr. Fisher's name be included for reviewing the Fredonia Road developers agreement in the second paragraph third page, apostrophes on Superintendent in the last paragraph third page and note that the April meeting was changed from the 10<sup>th</sup> to the 17<sup>th</sup>. Motion by Mr. Fisher to accept the minutes with minor adjustments, Seconded by Mr. Shaw, Motion carried by unanimous vote.

Treasurer's report was given by Mr. Fisher as follows:

Balance Ending	Restricted	Unrestricted	Committed	Available
\$1,536,170.53	\$421,512.13	\$1,114,658.40	\$250,000.00	\$864,658.40

Mr. Shaw requested the Superintendents report include restricted funds as reported in the minutes. Motion by Mrs. Rosselot to approve the Treasurers report, Seconded by Mr. Shaw, Motion carried by unanimous vote.

Mr. Gibson called for visitors and or customers wanting to address the Board, there were none.

Mr. Thompson presented the monthly engineer's report. He stated that other than the ongoing main line project no significant changes have been made to the priority list.

Mr. Thompson addressed the East Side Main Line Improvements Project, S.E.T has submitted pay request #6 in the amount of \$215,567.29 and is recommended for approval of payment with the project being 33% complete. Motion by Mr. Shaw to approve S.E.T pay request #6 in the amount of \$215,567.29, Seconded by Mr. Fisher, Motion carried by unanimous vote. PennVEST has processed pay request #4 in the amount of \$71,764.71, PennVEST Requisition #5 has been prepared in the amount of \$228,733.31, Motion by Mr. Rosselot to submit PennVEST Requisition #5 in the amount of \$228,733.31, Seconded by Mr. Boyd, after presentation of a project cost breakdown showing reimbursable and non reimbursable expenses, Motion carried by unanimous vote. The Hadley Road (250,000 gallon) tank repainting project final specifications are near complete and should be submitted to PADEP in two weeks. Mr. Thompson presented the engineers 2012 annual/2013 operating budget report for review, questions and comments will be addressed throughout the following month with final approval at the March meeting.

Mr. Brady presented the Superintendent's report, he reviewed revenues versus expenses for the month of January. Mr. Keck is reviewing the Williamson Rd. easement termination agreement with Mitch properties. Notice was received from CX Energy that no bonus payments will be made to the Authority for leases within the Borough of Greenville. The ending 2012 financial audit is ongoing. Mr. Brady reported the finish pump variable frequency drive has failed and is obsolete. With the motors running on bypass at 100% the drive needs replaced immediately, quotes were received for a Yaskawa VFD for \$9,480.00, Allen Bradley VFD \$12,225.00 and Cutler Hammer pending. After discussion with the current modules in the SCADA system being Allen Bradley and by recommendation by Mr. Thompson, Motion by Mr. Fisher to purchase the Allen Bradley VFD for \$12,225.00, Seconded by Mr. Shaw, Motion carried by unanimous vote. Quotes are being obtained to raze the old Hadley Road building. 2012 bad debts were presented totaling \$2,263.46, Motion by Mr. Shaw to write off 2012 bad debts in the amount of \$2,263.46, Seconded by Mr. Fisher, Motion carried by unanimous vote. The current billing software provider for the Authority MasterTrak has merged with MuniLink, an upgrade is expected to include web customer access and bill pay. The Greenlee developer's agreement was discussed noting a couple changes and or additions, the Greenville Water Authority name change to The Municipal Authority of the Borough of Greenville, addition of middle initial to Rebecca H. Greenlee, the addition of (at the time of installation prior to the Authority accepting ownership) in section 21 page 7, the correction of a typo (matters to matters) in section 22 page 8 and the developer title from Name of Developer to Rebecca H. Greenlee and Irvin R. Greenlee Family Irrevocable Trust and the signature title to President/Business Manager. Motion by Mr. Shaw to approve the Greenlee Developers Agreement as amended, Seconded by Mr. Fisher, Motion carried by unanimous vote.

The financial auditors have stated a single audit will be required by PennVEST for the main line improvement project, Mr. Thompson is to contact PennVEST in order to confirm. With the timing as to when the single audit is performed, Motion to authorize a single audit be performed at a fee of \$4,000.00 subject to Mr. Thompsons confirmation, Seconded by Mr. Fisher, Motion carried by unanimous vote. Mr. Brady reported the part time distribution employee has quit leaving the crew shorthanded and will be looking for a replacement. Treatment chemical use and cost for January were average, customer consumption was down slightly for December/January.

Mr. Gibson announced the meeting adjourned with an executive session to be held to discuss Thiel College unbilled accounts, a personnel issue, real estate purchase and the regular meeting would reconvene.

Meeting reconvened at 8 PM, Motion by Mr. Shaw to have Mr. Keck send Thiel College a statement of monies due the Authority in regards to the Townhouse/Johnson Center and ball field accounts, Seconded by Mrs. Rosselot, Motion carried by unanimous vote. Motion by Mr. Shaw to have Attorney Mr. Quinn send Mrs. Kerekes a letter concerning her last day of employment, severance pay and health care, Seconded by Mrs. Rosselot, Motion carried by unanimous vote. Motion by Mr. Boyd to extend Mrs. Kerekes original agreement deadline from February 4, 2013 to February 11, 2013, Seconded by Mrs. Rosselot, Motion carried by unanimous vote. On Motion of Mr. Shaw meeting adjourned 8:06 PM.



Marion Rosselot  
Secretary

Transcribed by: William M. Brady  
Draft review by: Marion Rosselot