

**BRADYS RUN SANITARY AUTHORITY
BOARD MEETING MINUTES
February 19, 2024**

The Board of the Bradys Run Sanitary Authority held its regular monthly meeting on Monday, February 19, 2024. Present were: Authority Board members: Jim Bouril; Dan Woodske; Jay Paisley; Bryan Wright; Todd Beatty, Plant Superintendent; Jennifer Dinterman, Recorder; Joe Gianvito, KLH Engineers, Inc; Shannon Steele, Solicitor. Absent was: Brian O’Roark. Chairman Mr. Bouril called the meeting to order at 6:35PM. Since he was attending via conference call he turned the meeting over to Vice-Chair Mr. Woodske.

INPUT FROM THE PUBLIC

Jeremy Greer represented the Plant. Linda Newhouse represented the Administration Office. There were no comments.

BOARD ACTIONS

Minutes of Previous Meeting:

Mr. Wright made a motion to approve the Jan. 15, 2024 minutes, seconded by Mr. Paisley. The motion passed unanimously.

EXECUTIVE SESSION

At 6:38 PM, Mr. Wright made a motion to adjourn to an Executive Session, seconded by Mr. Paisley. The motion passed unanimously.

At 7:06 PM, Mr. Wright made a motion to re-adjourn to the Regular Meeting, seconded by Mr. Paisley. The motion passed unanimously.

REQUIRED APPROVAL ACTIONS

Discussion and Motion on Number Signatures Required for Signing Checks and Adding the Office Manager as a Signer on all First National Bank Accounts

Mr. Paisley made a motion that only TWO signatures (no longer three) are required on checks going forward and to also add the Office Manager – Jennifer Dinterman – as a signer on all of the First National Bank accounts, seconded by Mr. Wright. The motion passed unanimously.

Discussion and Motion on Signers on Tax Documents

Mr. Paisley made a motion to add the Manager and Office Manager as signers to all tax documents, seconded by Mr. Wright. The motion passed unanimously.

Discussion and Motion on Policy Manual

Mr. Wright made a motion that only the Board Policy Manual, not the Employee Handbook or the By Laws, be eliminated, seconded by Mr. Bouril. The motion passed unanimously.

Discussion and Motion on Manager’s Position

Mr. Wright made a motion to extend Mark Taylor’s time as Interim Manager until May 31 – with the same terms, seconded by Mr. Paisley. The motion passed unanimously.

Discussion and Motion on Signing off on Monthly Bills

Mr. Paisley made a motion for the board members to sign off on the lists of monthly bills paid from the General Fund and Capital Improvement Fund at every monthly board meeting, seconded by Mr. Wright. The motion passed unanimously.

Discussion and Motion on Capping the Line at 199 Blackhawk Rd

Mr. Wright made a motion to cap the line at 199 Blackhawk Road to recover some of the costs that are owed to the Authority, seconded by Mr. Paisley. The motion passed unanimously.

FINANCIAL

The Operating Budget and Capital Improvement Budget for Jan. 31, 2024 were presented to the board. There were no questions or concerns.

MANAGER

Mr. Taylor presented the agenda and briefly discussed the Pre-Bid Meeting for Bradys Run Park Low Pressure Sewer Main that he attended.

Mr. Taylor presented the agenda and briefly discussed the Pre-Construction Meeting for the Lakeview Pump Station Improvements that he attended.

PLANT

Mr. Beatty presented the Wastewater Treatment Plant and Sewer System Report. The board expressed no concerns.

Mr. Beatty expressed to the board an interest/need to purchase a crane for the plant. The board is willing to hear additional information at next month's meeting before a purchase is made.

ENGINEER / SOLICITOR

Mr. Gianvito discussed the need to prioritize projects going forward. He informed the board that Chippewa Trails will be beginning Phase II soon and that Bradys Run Low Pressure Sewer Main is being paid in full by Beaver County.

Ms. Steele discussed the Smith property with the board. Due to the passing of the attorney representing the Smith's case, the case management meeting scheduled for next week may be cancelled. Also, because Mr. and Mrs. Smith are both in a nursing home, the only point of contact is their daughter Janet. Ms. Steele will report her progress to the board at next month's meeting.

Ms. Steele discussed the Gaffney property with the board. Mr. Gaffney is on board with everything the Authority has offered, it is just a matter of getting ahold of his attorney. Ms. Steele will reach out to his attorney again and try to get this resolved. She will report her progress to the board at next month's meeting.

ADJOURNMENT

Mr. Paisley made a motion to adjourn, seconded by Mr. Wright. The meeting was adjourned at 7:38 pm.

Secretary

Chairman