

# DEER CREEK DRAINAGE BASIN AUTHORITY

## Workshop Meeting November 11, 2015

The Workshop Meeting was held Wednesday, November 11, 2015 at 7:00 p.m. at the Authority office located at 945 Little Deer Creek Road, Russellton, PA.

### **Call Meeting to Order and Roll Call**

Mrs. Pastura called the meeting to order and called the roll. Board members present: Mr. Simonetti, Mr. Trocki, Mr. Esposito, Mrs. Pastura, Mr. Hammerman, Mrs. Bieniek, Mrs. Biery and Mr. Drischler. Board member absent: Mr. Sutter. Also present: Mr. Schmitt, Mr. Brown and Mr. Jenkins.

### **Flag Salute**

The Board rose and recited the Pledge of Allegiance to the Flag.

### **Reading and Approval of Minutes**

MOTION was made by Mr. Esposito and seconded by Mr. Drischler to approve the minutes of the Regular Meeting of October 19, 2015.  
Motion carried unanimously.

### **Solicitor's Report**

Mr. Brown said he had nothing new to report and he thanked any veterans in the room for their service.

### **Engineer's Report**

Mr. Schmitt reviewed the Authority's 2016 Budget that was distributed to the Board. Mr. Schmitt he was comfortable with where the Authority's financial position. Mr. Schmitt said he saw no reason for a rate increase.

### **Manager's Report**

#### *Indiana Township Hydrant Fee*

Indiana Township expressed an interest in DCDBA collecting the hydrant fee on their behalf from the Harmar Township customers. There would be approximately 30 customers the Authority would bill.

#### *Developments/Sewer Line Extensions*

Mr. Jenkins informed the Board the Authority has been approached by a developer regarding the Cove Run area in Indiana Township. Mr. Jenkins also mentioned the Authority has been approached by a developer interested in the Dorseyville and Fox Chapel Roads area. Mr. Schmitt said the developer might be asked to upgrade the Bigler Drive pump station for additional capacity.

#### *Billing Software Update*

Mr. Jenkins said the Authority within the last few months was having issues with 4D stability. The software consultant said the Authority should look at upgrading the current software since the Authority is several versions behind the most current

version. He said the system will go down in the middle of the billing. Mr. Jenkins said it has been three years since the Authority last upgraded the software. The estimate he received from the consultant was \$6,875.00. If the Board approves the expense Mr. Jenkins is looking at beginning the upgrade next spring.

*Operations*

Mr. Jenkins asked the Board to review the Collective Bargaining Agreement. Mr. Jenkins said he reviewed the document and it contains all the information the Board has previously received. Action on it will be taken at Monday's meeting.

Mr. Jenkins informed the Board the digital document management is now including all the requisitions from 1981 to the present. He estimates approximately 20% of the information has been scanned.

He then discussed replacing the sewer cleaner. Mr. Schmitt suggested the Authority go through Costar. Mr. Jenkins said he would like to have the machine by the spring.

**Chairperson's Report**

None.

**Old Business**

None.

**New Business**

None.

**Adjournment**

MOTION was made by Mr. Trocki and seconded by Mrs. Bieniek to adjourn the meeting at 7:25 p.m. Motion carried unanimously.

Respectfully submitted:

Read and Approved:

1/6/16

Lynn Burg