

# CAMBRIDGE AREA JOINT AUTHORITY

January 7, 2020 - MINUTES

A reorganization and regular meeting was held by the Cambridge Area Joint Authority on Tuesday, January 7, 2020 at 6:00 p.m. at 161 Carringer Street, Cambridge Springs, PA. The meeting was called to order by Charles Bauer. The following members were present: Jodie Ellis, Paul Frazier, Delores Hale and Marci Dickson. Also present were: Engineer Diane Altland, Plant Operator Matt Handley and Administrator Sandy Pude.

## 1. Appointment of Chairman

Frazier made a motion to appoint Charles Bauer as Chairman. The motion was seconded by Hale. A poll vote was taken:

|       |   |     |         |   |     |                |
|-------|---|-----|---------|---|-----|----------------|
| ELLIS | - | yes | FRAZIER | - | yes | RESULTS: 5 YES |
| HALE  | - | yes | DICKSON | - | yes | MOTION CARRIED |
| BAUER | - | yes |         |   |     |                |

## 2. Appointment of Vice Chairman

Bauer made a motion to appoint Paul Frazier as Vice-Chairman. The motion was seconded by Ellis. A poll vote was taken:

|       |   |     |         |   |     |                |
|-------|---|-----|---------|---|-----|----------------|
| ELLIS | - | yes | FRAZIER | - | yes | RESULTS: 5 YES |
| HALE  | - | yes | DICKSON | - | yes | MOTION CARRIED |
| BAUER | - | yes |         |   |     |                |

## 3. Appointment of Secretary/Treasurer

Bauer made a motion to appoint Delores Hale as Secretary/Treasurer. The motion was seconded by Frazier. A poll vote was taken:

|       |   |     |         |   |     |                |
|-------|---|-----|---------|---|-----|----------------|
| ELLIS | - | yes | FRAZIER | - | yes | RESULTS: 5 YES |
| HALE  | - | yes | DICKSON | - | yes | MOTION CARRIED |
| BAUER | - | yes |         |   |     |                |

## 4. Appointment of Engineer

Hale made a motion to appoint Greenman-Pedersen Inc. as the Engineers for the Authority. The motion was seconded by Bauer. A poll vote was taken:

|       |   |     |         |   |     |                |
|-------|---|-----|---------|---|-----|----------------|
| ELLIS | - | yes | FRAZIER | - | yes | RESULTS: 5 YES |
| HALE  | - | yes | DICKSON | - | yes | MOTION CARRIED |
| BAUER | - | yes |         |   |     |                |

## 5. Appointment of Solicitor

Hale made a motion to appoint Alan Shaddinger as the Solicitor for the Authority. The motion was seconded by Bauer. A poll vote was taken:

|       |   |     |         |   |     |                |
|-------|---|-----|---------|---|-----|----------------|
| ELLIS | - | yes | FRAZIER | - | yes | RESULTS: 5 YES |
| HALE  | - | yes | DICKSON | - | yes | MOTION CARRIED |
| BAUER | - | yes |         |   |     |                |

**6. Set Meeting Date & Time**

Hale made a motion to set the Cambridge Area Joint Authority meetings for the first Tuesday of each month at 6:00 p.m. The motion was seconded by Bauer. A poll vote was taken:

|       |   |     |         |   |     |                |
|-------|---|-----|---------|---|-----|----------------|
| ELLIS | - | yes | FRAZIER | - | yes | RESULTS: 5 YES |
| HALE  | - | yes | DICKSON | - | yes | MOTION CARRIED |
| BAUER | - | yes |         |   |     |                |

**7. Presentation by prior arrangement**

Matt Handley submitted a written report along with the most recent test results from the Riverside Brewery. He also met with TECSmith so that they could make the necessary adjustments to the portable flow meter/sampler in the manhole at the Riverside Brewery. Matt said there isn't enough flow for the sensor to record anything. TECSmith suggested another sensor that will hang from the top of the pipe so that no matter how much flow is in the pipe it will record. Also installing a flume will help with the direction of the flow toward the sensor.

Hale made a motion to purchase the sensor and the flume. The motion was seconded by Frazier. A poll vote was taken:

|       |   |     |         |   |     |                |
|-------|---|-----|---------|---|-----|----------------|
| ELLIS | - | yes | FRAZIER | - | yes | RESULTS: 5 YES |
| HALE  | - | yes | DICKSON | - | yes | MOTION CARRIED |
| BAUER | - | yes |         |   |     |                |

**8. Public Comment – limited to agenda items – none**

**9. Approval of Minutes – December 3, 2019**

A motion was made by Hale to approve the minutes of the December 3, 2019 meeting. The motion was seconded by Ellis. A poll vote was taken:

|       |   |     |         |   |         |                   |
|-------|---|-----|---------|---|---------|-------------------|
| ELLIS | - | yes | FRAZIER | - | yes     | RESULTS:          |
| HALE  | - | yes | DICKSON | - | abstain | 4 YES – 1 ABSTAIN |
| BAUER | - | yes |         |   |         | MOTION CARRIED    |

**9. Treasurer's Report**

Hale presented the report. Revenue Account \$187,512.13 Bond Payment Account \$709,006.59, Capital Reserve \$251,172.25, Operating Reserve \$246,424.56, Debt Reserve Account \$147,765.00 and the Primerica Account \$312,183.67.

**10. Report of Officers**

- 1. **Chairman's Report** – Each of the Officers welcomed Marci to the Board
- 2. **Vice Chairman's Report** –
- 3. **Secretary' Report** –

**11. Administrator's Report**

Administrator Pude presented a written report.

**12. Engineer's Report** – Diane will prepare another letter that will be sent to the Riverside Brewery with the most recent test results along with suggesting they add another dilution tank to help lower their numbers.

**13 Solicitor's Report** - None

**14. Unfinished Business** - None

**15. Approval of payment of invoices**

A motion was made by Hale to approve payment of the invoices. The motion was seconded by Frazier. A poll vote was taken:

|       |   |     |         |   |     |                |
|-------|---|-----|---------|---|-----|----------------|
| ELLIS | - | yes | FRAZIER | - | yes | RESULTS: 5 YES |
| HALE  | - | yes | DICKSON | - | yes | MOTION CARRIED |
| BAUER | - | yes |         |   |     |                |

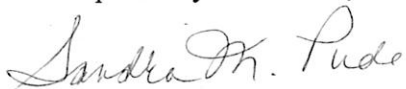
**16. Adjournment**

A motion was made by Hale to adjourn the meeting. The motion was seconded by Ellis. A poll vote was taken:

|       |   |     |         |   |     |                |
|-------|---|-----|---------|---|-----|----------------|
| ELLIS | - | yes | FRAZIER | - | yes | RESULTS: 5 YES |
| HALE  | - | yes | DICKSON | - | yes | MOTION CARRIED |
| BAUER | - | yes |         |   |     |                |

Meeting adjourned at 6:22 p.m.

Respectfully Submitted,



Sandra M. Pude, Administrator

