



**MINUTES OF THE REGULAR BUSINESS MEETING OF THE
BOROUGH OF DORMONT STORMWATER AUTHORITY
HELD ON WEDNESDAY FEBRUARY 17, 2021 7:00 PM
VIRTUAL MEETING VIA ZOOM**

Call to Order: Chairman Gary Klimowicz called the virtual meeting to order at 7:02pm.

Pledge of Allegiance was recited by all present.

Roll Call: The following members of the Board were in attendance:

Gary Klimowicz, Chairman
Frank Stumpo, Vice-Chairman
Chad Greenlee, Secretary
Ron Hastings, Treasurer
James Mastronie, Board Member

Also Present: Alexis Wheeler - Solicitor
Deborah Grass – Interim Manager
Tricia Levander - Finance
John Heyl, Engineer- LSSE

Members of the Public Present: Mayor Jason Walsh

Introduction – New Board Member: Chairman Gary Klimowicz welcomed newly appointed Board member James Mastronie who was appointed by the Dormont Borough Council at their January meeting.

Comments from the Chairman: Chairman Klimowicz noted that the Borough Council approved the rain garden project. He thanked Manager Grass for attending the Committee meeting to present the project to the Borough.

Comments from the Public: None Registered

Treasurers Report: Treasurer Ron Hastings reported that December 2020 current collections were \$4551.76; the delinquent collections were in the amount of \$369.91; the balance in the Operating Checking Account as of January 31, 2021 is \$31,987.19; the balance in the Money Market account is \$400,026.58. Ron reviewed the February bill list in the amount of \$18,248.47 and the budget to actual report for the month ending January 31, 2021. The collection rate is 89.7% which is better than the 2019 rate of 83%. There was about \$20,000 more collected in 2020 than in 2019.

Engineer's Report: John Heyl LSSE provided an update on the rain garden project that was approved by the Borough and prepared a SOA for the design and oversight of the project for the Board's consideration. Pre-bid meetings have been completed for the GEDF projects on Athens Alley and Louisiana Avenue and bid documents are being prepared for an April 15 bid opening. The HOP permit has been submitted to PENNDOT. The catch basin project has been awarded to Insight Pipe and a pre-construction meeting was conducted on February 5 and work was scheduled to begin on February 8 weather permitting.

Solicitor Report: The Solicitor noted that there will be a meeting this month to address the update of the By-Laws and that all Board members are welcome to attend.

Interim Manager's Report: Grass reported that she and Tricia have continued to prepare documents for the 2020 audit. Tricia prepared a draft RFP for website update and enhancement for the Board's review. Grass requested a meeting with the Finance Committee to review delinquent accounts. Grass attended the Property, Planning & Public Works meeting of Council on January 26 and the Council subsequently approved the installation of a rain garden at the W. Liberty Avenue Krugh parking lot. Grass will contact the Audobon and Conservancy of W. PA to discuss their participation in the rain garden project. Grass has been working with the county to prepare waiver letters, insurance certificates, and fidelity bonds in order to finalize the grant contract. She attended the virtual pre-construction meeting for the catch basin repair and maintenance project on February 5. Grass reported that she has been notified that the Authority must have certified tree tenders in order to participate in the TreeVitalize grant program and so she will register for the training. Mr. Mastronie and Mr. Greenlee indicated that they would also be interested in being certified as tree tenders.

Committee Reports:

Finance & Legal- Ron Hastings stated that he will hold a Finance Committee meeting to discuss the delinquent collections during the month of March.

Education & Outreach- Gary Klimowicz announced that the Committee met on January 25 to discuss a Spring workshop. The workshop will be held on Friday, May 14 at noon and at 6pm and it will focus on residential property compliance issues and sustainable garden ideas. There will be a drawing for a rain barrel and gift cards and coupons for participants.

Consent Agenda:

Motion by Klimowicz, second by Hastings to approve the consent agenda

- a. Meeting Minutes for January 20, 2021
- b. February Bill List in the amount of \$18,248.47
- c. Treasurer's Report for February 2021
- d. Engineer's Report for February 2021
- e. Interim Manager's Report for February 2021
- f. Payment to Solicitor in the amount of \$ 692.00
- g. Payment to Engineer in the amount of \$5,467.40
- h. Payment for Management Services in the amount of \$3,800.00

Public Comment: None

Motion Carried 5-0

Action Items:

Motion by Stumpo, second by Hastings, to approve the Spring Workshop webinar scheduled for May 14 as proposed by the Public Education and Outreach Committee.

Public Comment: None

Motion carried: 5-0.

Motion by Klimowicz, second by Greenlee to approve the LSSE Service Order Authorization for design and project management of the W. Liberty Avenue rain garden project in the amount of \$12,800. Mr. Stumpo asked about whether there should be an agreement between the Borough and the Authority relative to the maintenance and liability for the rain garden. The Solicitor will prepare a draft agreement for the Board's consideration. Manager Grass will check into the liability with the Authority's insurance carrier related to the rain garden.

Public Comment: None

Motion carried: 5-0

Motion by Stumpo, second by Klimowicz to authorize the legal advertisement for the Louisiana/LaSalle Avenue-Phase 2 and the Athens Alley – Phase 2 stormwater improvement projects. These are the GEDTF projects that are partially funded through grant funds. Bids are due no later than April 15 via the QuestCDN on-line system.

Public Comment: None

Motion carried: 5-0

Discussion Items:

Grass noted that the Spring Newsletter article has been submitted to the Borough for publication. The article will highlight the GEDTF projects and the installation of the rain garden.

Grass noted that the Authority's membership to the PA Municipal Authorities Association is due in the amount of \$1,000. The first year was complementary and a decision should be made about whether to continue membership. Grass noted that the staff and Board members have attended training, the Authority has received publications and a copy of the Municipalities Authority Act with the membership. The Board requested information about the benefits of membership before they approve the payment of the annual dues.

Levander reviewed the RFP for website design with the Board and asked for suggestions and revisions. She will target at least 3 companies for proposals and the bids will be due before the next Board meeting.

Motion by Mastronie, second by Klimowicz to approve the RFP as drafted and to accept proposals for website design no later than March 12, 2021.

Public Comment: None

Motion carried: 5-0

Comments from the Public – Other Items

Mayor Walsh asked if the Authority's by-laws must be approved by the Borough. The Solicitor stated that that will not be necessary – the Authority adopts its own by-laws. Grass will send out the by-laws to all Board members in advance of the meeting with the Solicitor.

Adjournment: Motion to adjourn at 8:30pm by Mastronie, second by Stumpo. Motion carried 5-0.