

**HIGHLAND HILLS SANITARY DISTRICT  
BOARD OF TRUSTEE MEETING MINUTES  
TUESDAY, OCTOBER 8, 2013**

**I. Call to Order**

The meeting was called to order at 11:05 a.m.

**Present:**

Nancy Magurno  
Al Sarno, Jr.  
James Worden

**Absent:** None

**Also Present:**

Claude Ainsworth  
Atty. John Brechin  
Merrily Eggert  
Howard Heil

**II. Public Participation – None.**

**III. Minutes**

Trustee Worden made a motion, seconded by Trustee Magurno to approve the Board of Trustee Meeting Minutes of 9/24/13. Roll-call vote: All Aye.

**IV. Old Business**

1. **Sennis vs. HHSD** – The second installment was delivered by Mr. Brechin on 9/27/13. There is a court date in October for verification of payments.

**V. New Business**

1. **Water Main @ York Township Property** – Revisions need to be made to the Bill of Sale. Mr. Brechin suggested attaching a map as well.
2. **Rate Studies for Water/Sewer Utilities** – Mr. Ainsworth discussed this matter with Mr. Cainkar and Frank Novotny and Assoc. cannot provide a rate study to Highland Hills.

**V. As Submitted – None.**

**VII. Finance**

Trustee Worden made a motion, seconded by Trustee Magurno to pay bills listed on the current ledger dated 10/8/13. Roll-call vote: All Aye.

## VIII. Other Business

1. **Phase I Sewer Repairs** – The work has been completed. The DVD will be given to Mr. Ainsworth.
2. **Website Renewal** – Trustee Magurno made a motion, seconded by Trustee Worden to renew the website domain name for 2 yrs. Roll-call vote: All Aye.
3. **Comcast Monthly Invoice** – Trustee Magurno made a motion, seconded by Trustee Sarno, Jr. to authorize Comcast to automatically withdraw the monthly invoice amount due from the Corporate Account. Roll-call vote: All Aye.
4. **Insurance Issues** – Highland Hills Sanitary District does not cover employees regarding any insurance expenses.
5. **Past Due Report** – There are 71 past due accounts.
6. **Payment Arrangements w/ Customers** – Trustee Magurno requests a generic form to be drafted for customer's that would like to make payment arrangements. All such agreements will be authorized by the Board of Trustees.
7. **Seal Coating the Parking Lot** – Trustee Magurno informed all in attendance that the seal coating will take place on Friday or Saturday this week, weather permitting.
8. **Water Operator's Report** – Mr. Heil reported that the lawnmower needs a new motor. The Board does not want to have it repaired. Trustee Magurno made a motion, seconded by Trustee Worden to engage MD Lawncare at a cost not to exceed \$25.00 per cut for lawn care. Roll-call vote: All Aye.  
  
Mr. Heil reported there was a sewer back up at 470 E. 13<sup>th</sup> Place. Mr. Heil called to have it rodded out and the problem was resolved.
9. **Engineer's Report** – Nothing further to report.
10. **Manager's Report** – Nothing further to report.
11. **Chase Bank** – Trustee Magurno discussed meeting at Chase Bank regarding a government loan. There is a tentative date of Oct. 16<sup>th</sup> at 3:00 pm.

IX. **Next Meeting** – The next meeting is scheduled for October 22, 2013 at 11:00 am.

## X. Adjournment

Trustee Worden made a motion, seconded by Trustee Magurno, to adjourn the meeting at 12:06 p.m. Roll-call vote: All Aye.

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Nancy Magurno, Clerk

Submitted by Merrily Eggert