

MINUTES OF THE 05/15/19 MEETING

A meeting of The Municipal Authority of the Borough of Lewistown was held at 70 Chestnut St., Lewistown, PA. The meeting was called to order by Chairman Marker at 1:00 p.m. The group recited the pledge of allegiance.

<u>BOARD MEMBERS PRESENT:</u>	Bargo, Marker, Parker, Rocco
<u>BOARD MEMBERS ABSENT:</u>	Laite
<u>BOARD MEMBERS LATE:</u>	None
<u>OTHERS PRESENT:</u>	Bubb, Hassinger, Searer, Ward, White
<u>OTHERS ABSENT:</u>	None
<u>OTHERS LATE:</u>	None
<u>PUBLIC PRESENT:</u>	Brandon Zlupko, Min Zhong – Baker Tilly Tony Willard – Kish Insurance Deanna Briner

PUBLIC COMMENT:

Brandon Zlupko reviewed the 2018 financial audit highlights. He reviewed the pension liability in detail and Min Zhong provided an update regarding the audit process. A Rocco/Parker motion to accept the 2018 financial audit and execute the management letter as presented was approved by all Board members.

Tony Willard reviewed the PIRMA Liability Insurance renewal for 2019/2020 in the amount of \$52,163.00. PIRMA had a good year and passed the savings to members. Tony also advised the premium is directly related to losses and the fact that weather plays an important role in loss claims. A Parker/Bargo motion to accept the annual renewal and process payment to PIRMA was approved by all Board members.

Deanna Briner addressed the Board members regarding her vacant property at 807 W 6th Street in Lewistown. She has made various repairs that have not gone well. She requested any type of relief on the water bill and or an option to make payment arrangements for the balance due.

READING OF THE MINUTES:

The minutes of the meeting 04/17/19 were approved on a Parker/Rocco motion.

TREASURER'S REPORT:

The Treasurer's report presented by Parker was approved after a Rocco/Bargo motion.

OFFICE MANAGER'S REPORT:

Deanna presented a written report.

A customer request for metered consumption exoneration, Cathy Jo Tollefson – 301 Terrace Blvd, Lewistown was denied. Follow current policy for metered consumption, waive penalty and extend payment arrangements.

A customer request for metered consumption exoneration, Deanna Briner – 807 W 6th St, Lewistown was denied. Follow current policy for metered consumption, waive penalty and extend payment arrangements.

The Q1 Pension Plan executive summary was attached and reviewed.

The overtime and meter testing monthly reports were attached and reviewed.

An update on the completion of the meter change outs at the Mifflin County School District was given.

The 2018 financial audit results will be distributed as required and reported to DCED.

The final bond arbitrage reports for Series 2007 and 2010 bonds have been completed by Causey Demgen & Moore. Both Bond Series have negative arbitrage and require no further action.

The Union contract negotiations will begin soon for the contract expiring 12/31/19.

A project for office disaster planning has begun and will be updated monthly.

A request for proposals will be generated for a MABL rate study.

OPERATIONS MANAGER REPORT:

Tom presented his written report.

Tom provided an update on the ongoing SCADA project.

An update on the water system ph was discussed. Uni-Tec will continue to support this project as well as Tom working with the vendor to improve.

Awaiting DEP input response on the tracer study.

A lab inspection is scheduled for 5/22/19. Preparations are being made. Tom reported the inspections at other local labs have generated violations as the inspections have become more intense.

The UPS battery packs continue to fail. Working with the vendor to solve the root cause of this issue.

Welded tank maintenance is being scheduled with Utility Service after inside repairs are complete. The future maintenance is documented which includes a paint job on both tanks.

The tri-annual lead and copper testing will be scheduled for 6/13/19. Office will support with letter processing and plumbing inspections based on updated criteria for the test sites.

The startup for the ozone system is scheduled for 5/20/19.

Work continues with the evaluation of Beck Actuators to replace Auma Actuators.

The employee of the month nomination for May was Darren Rowe.

EXECUTIVE DIRECTOR'S REPORT:

Craig presented his written report.

Craig reported the progress of Valley St and Hamilton Terrace water main projects.

The Lewistown Borough street crew notified MABL of a complaint regarding pooling water at the lower gate entrance area. MABL will work with the Lewistown Borough on curbing or another option for improvement.

Planning a meeting with Utility Services to discuss tank maintenance. Permit work can begin for painting.

All trees have been cut and only skidding logs remains to close the timber sale in Treater Valley.

The S Main St bridge project and the upcoming extension on Sheetz Drive were discussed.

Craig gave an update on the MABL property at Ards Ridge. He continues to work with a realtor to establish and updated property value and selling options to eliminate the possible liability at the property.

ENGINEER'S REPORT:

Pat presented his written report.

Pat made additional comments on the various items covered on filter plant and projects in process.

Pat recommended payment of Pay Application No. 10 to G M McCrossin for \$21,565.00.

Support on the water system corrosion control investigation will continue as required.

SOLICITOR'S REPORT:

Tim's presented his written report.

An update regarding the CPAC project was discussed. Description work is needed to complete the project.

All documents associated with the Shrader pump house property have been recorded.

Tim advised MABL should continue without change to the contract with G M McCrossin for the ozone system upgrade.

The details of the 2 (two) liens filed recently were reviewed.

Tim reported the claim filed for MABL expenses related to the ink spill has been satisfied by the defendant.

A check in the amount of \$2,343.53 was received from MDJ Smith's office.

OLD BUSINESS:

COMMITTEE REPORTS:

NEW BUSINESS:

1998 BRIF Requisition 2019-05 in the amount of \$65,961.16 was approved after a Rocco/Parker motion.

CORRESPONDENCE:

The meeting adjourned at 3:37 p.m. on a Rocco/Parker motion.

Attested by:

Barry Bargo
Secretary

Cc: Borough Manager (email)