

## MINUTES OF THE 06/16/2021 MEETING

A meeting of The Municipal Authority of the Borough of Lewistown was held at 70 Chestnut St., Lewistown, a Zoom teleconference option was offered due to COVID social distancing restrictions. The meeting was called to order at 1:00 p.m.

<b><u>BOARD MEMBERS PRESENT:</u></b>	Bargo, Berrier, Miller, Rager, Rocco
<b><u>BOARD MEMBERS ABSENT:</u></b>	None
<b><u>BOARD MEMBERS LATE:</u></b>	None
<b><u>OTHERS PRESENT:</u></b>	Bubb, Castel, Consiglio, Hassinger, Ward
<b><u>OTHERS ABSENT:</u></b>	None
<b><u>OTHERS LATE:</u></b>	None
<b><u>PUBLIC PRESENT:</u></b>	Various Public Participants via Zoom Meeting
<b><u>PUBLIC COMMENT:</u></b>	None

### **READING OF THE MINUTES:**

A Bargo/Miller motion was made to approve the 05/19/21 minutes as presented. The motion passed 5-0.

### **TREASURER'S REPORT:**

The budget report was approved 5-0 on a Berrier/Rager motion. Berrier noted shortfalls in revenues and fire protection reflecting higher delinquencies.

The voucher report was approved 5-0 on a Miller/Rager motion.

January Tucker Arensberg January invoice \$1,313.66

January Cozen O'Connor invoice \$9,189.71

Consiglio reported the issue is still on hold, and may be out of our hands.

### **OFFICE MANAGER'S REPORT:**

Hassinger presented her written report.

The overtime and meter test reports were attached for review.

A summary of water turn offs for 6/1/21 was provided. Over 50% of the outstanding receivable balances was collected. Over 70% of the accounts had a resolution (paid, payment arrangements, ERAP approved or still off). The administrative fees waived, 60 accounts, was \$2400.

Hassinger stated the revenues are billed revenues. The budget estimate is based on historical data which has typically been within 5% of the total at year end. The fire protection is billed quarterly and should level out when the next quarter is billed.

No sewer turn off requests have been received to date.

The go live date of 7/1/21 is still on track for the payroll and finance software update. Level 2 payroll training will be held 6/15/21.

Cyber security two factor authentication enable for remote access. RBA is working on the Artic Wolf option for network intrusion monitoring at the Filter Plant and office. Will continue to evaluate for a possible grant opportunity.

The final report for the fluoride grant was submitted, review and award pending.

An email from the PA UC office was just received 6/15/21 with pricing and forms to request detailed reports.

Requested to not pursue further action due to PMAA coverage until the end of the year.

Interviews will be scheduled for the open Filter Plant Operator.

Berrier requested more detail on the turn off status. Procedures and notifications were reviewed related to Berrier's questions.

### **WATER PRODUCTION MANAGER'S REPORT:**

Castel presented his written report.

The PLC project upgrade is complete with a few reporting issues to resolve. The PLC spare parts have been received and the software engineer has updated the software capabilities for emergencies and future updates. The action item from DEP related to SCADA alarm testing is underway. The cost is estimated at \$2400 and should be completed by the end of the month.

The DEP lab certificate of accreditation application for renewal has been submitted for processing. Expiration date is 9/30/21. The renewal fee is \$1400. The lab supervisor personnel changes, White to Castel and Hough, have also been submitted to DEP for approval.

A new ph/fluoride bench top meter has been ordered. The lead time is 40-60 days. Hach will provide a free loaner to use until the new unit is delivered. The old unit will be repaired and kept as an emergency spare unit.

Filter Plant maintenance items:

Dehumidifiers were serviced and repairs were under warranty.

The HVAC units were inspected and a unit needs a fan blade and motor replaced. Repair quote of \$575.

Uninterrupted power supply units will be added to a 3-year battery replacement program.

Clearwell cleaning is being scheduled for July.

A confined space gas meter has been ordered from Susquehanna Safety Solutions, cost \$1285. The monitor will be kept on site.

The DEP required Harmful Algal Bloom (HAB) screening and testing for the next six months. No detection of HAB for the first month of testing.

The Beck actuators are scheduled to arrive in about eight weeks.

### **EXECUTIVE DIRECTOR'S REPORT:**

Bubb presented his written report.

Bubb provided an update on construction projects in progress:

Mann Avenue – The second block of construction is underway. The project replaces 4" aged infrastructure.

North Hills Trailer Park – 2" connection and meter requested. MABL Staff coordinating tap location and connection details with the owner.

MCS Bank, Armagh Township – The water line is complete, tested and service is begin provided to the bank.

Consiglio will prepare the final documents for the water line extension agreement.

Valley Courts – Construction underway for nine new pad additions, connections expected in six eight weeks.

Valley Street, Lewistown – Project layout of individual services has been completed.

Bubb gave an update on the filter to waste backwash process that has been implemented by DEP. The filter to waste process has been using approximately 300,000 gallons more water each day for the process. The MABL crew upgraded the channel to handle the increased flow from the process.

There is a potential for CDBG and State Competitive CDBG funding for a portion of the work at Juniata Terrace. Work will continue on project options as well as with Doug Marks at Mifflin County.

The new dump truck is due early August.

The nomination for employee of the month goes to Zach Deamer. Zach has completed his daily assignments along with keeping up with an incredibly busy construction season with PA One-Calls.

The public notification to residents of Armagh Township for the Susquehanna River Basin Commission (SRBC) permit review process has been completed with the SRBC form letter. A few phone calls from concerned citizens prompted a MABL response that will be communicated on the website and used for any additional calls received.

### **ENGINEER'S REPORT:**

Ward presented his written report.

Ward provided an update on the dam spillway project. No action required this month.

He reported the SRBC comments for the submitted application are still pending. A brief history related to the new water allocation permit application was also reviewed with Ward advising of the possibility of the pumping rate established by DEP may be reduced by SRBC.

Ward reviewed the filter to waste process changes required by DEP.

Work continues on options to upgrade the water service main line to Juniata Terrace.

The Valley Street project has been laid out and the MABL changes have been incorporated to move forward with final design submission to PA DOT.

### **SOLICITOR'S REPORT:**

Consiglio reported on correspondence from Solicitor Jeff Stover, Mifflin County Municipal Authority (MCMA) and Solicitor Mark Remy, Lewistown Borough.

He advised Remy reported a Resolution was passed 6-0 that endorses the Memorandum of Understanding (MOU). Consiglio stated he was not involved in the original MOU, nor has he had any input into the current MOU he circulated. He reported MCMA has requested MABL consider passing the MOU. Consiglio reported the MOU is basically the same as the document from last year. Consiglio reviewed the two (2) significant differences Stover wanted to communicate to MABL. 1) The MOU is with MCMA and not with the Commissioners. 2) The MOU is a legally binding document, not a negotiating document.

Consiglio advised Lewistown Borough is in agreement with MOU terms and would like an end date of 12/31/21 be incorporated. MCMA had no issues with the end date.

Consiglio outlined the process of the MOU asset transfer, the closing of MABL and a payment to Lewistown Borough in the amount of 1 million dollars with an annual payment for 30 years totaling approximately 13 million dollars. The specific details related to all aspects of the transfer will continue. Consiglio noted the timeline for completion. He recommended a mechanism to make sure MABL has the necessary funding to meet this year and next year's capital and operating expenses.

Bubb provided information from 2020, when the original MOU was signed, regarding the AFSCME Union. The Union has provided an acknowledgment accepting the transaction of the MOU as basically a name change and he didn't foresee any issues with them doing the same with the newly signed MOU.

Bubb advised a typical bond issue takes about ninety (90) days and felt the deadline was a fair target.

Consiglio advised the difference with this MOU is the language being specifically enforceable if the terms of the MOU are not completed by the deadline.

Berrier questioned, was the MOU another term for a sales agreement? Consiglio responded, the MOU sets the parameters of what each Party will do. It specifically states there will be a purchase agreement, which will be a separate document.

Berrier asked what is the purchase price? Consiglio didn't have that information. He pointed to the Lewistown Borough resolution with MOU setting the table, while the final details need to be determined. The Lewistown Borough Resolution authorizes the officers to execute documents as details are ironed out. The MOU is a framework for MABL to transfer to MCMA and the Lewistown Borough will receive payment.

Berrier expressed concern related to the MABL ratepayers being burdened with the 13 million dollar payment to Lewistown Borough.

A Rocco/Bargo motion to accept the MOU authorizing the President or Vice President and Secretary of MABL to execute and deliver the MOU between Lewistown Borough and MCMA in substantially the same form as referenced in Lewistown Borough Resolution 2021-6 of 6/14/21 with such changes, are acceptable to such Officers, in consultation with their Counsel.

Berrier made a motion to table the motion pending further discussion with Lewistown Borough. There was no second to the motion.

A roll call vote was taken on the Rocco/Bargo motion: Rocco-Yes, Bargo-Yes, Berrier-No, Mille-Yes, Rager-Yes. The motion carried 4-1 (Berrier).

Consiglio will move forward to notify Solicitor Remy and Solicitor Stover that MABL has authorized moving forward with MOU. Consiglio advised he will work to finalize as soon as possible and also advised another vote will be needed when the purchase agreement and other documents will be placed before the MABL Board.

**OLD BUSINESS:**

None

**NEW BUSINESS:**

A Miller/Rager motion to approve BRIF Requisition 2021-06 in the amount of \$3,716.50 was approved 5-0.

A Bargo/Berrier motion to cancel the Suez Utility Service Co Inc Chlorine Contact Tank #1 and #2 as recommended by MABL Staff and Consulting Engineer was approved 5-0.

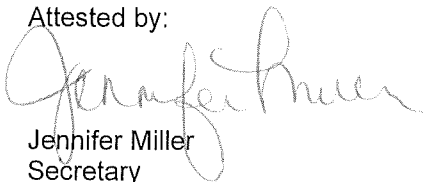
Bubb gave an update of an intermunicipal cooperative effort relating to a situation McVeytown. The system wells were not pumping to capacity and causing issues on the McVeytown system and there were concerns with shortages for the upcoming community events. MABL Staff provided emergency assistance with leak detection and the problem was resolved.

An executive session pertaining to pending litigation was called at 2:55 p.m.

The regular meeting reconvened at 3:11 p.m.

A Miller/Bargo motion to adjourn the meeting at 3:12 p.m. was approved 5-0.

Attested by:



Jennifer Miller  
Secretary