

**MIFFLIN COUNTY MUNICIPAL AUTHORITY**

**MONTHLY MEETING**

**September 22, 2021**

**Derry Township Municipal Building 4:00pm**

Chairman William Gomes called to order the meeting of the Mifflin County Municipal Authority at 4:04 pm. The meeting was held in person and via Zoom. The following were in attendance:

**M.C.M.A.**

William Gomes  
Mary Herto  
Michelle Shirey  
Tom Garver  
Ralph Eckley  
Scott Pecht  
Mark Sunderland  
Kevin Kodish via  
Zoom

**Visitors**

Pat Ward, Engineer  
Craig Bubb, Executive Director  
Deanna Hassinger

**Zoom Participants**

Jeff Stover, Solicitor  
Jeff Mills

A request was made by Ralph Eckley to open the meeting with the Pledge of Allegiance. The Board discussed and agreed. The Pledge of Allegiance was performed.

The Board acknowledged receipt of the June 23, 2021 minutes. Mary Herto made a motion to approve the minutes as presented. Tom Garver seconded the motion and the motion passed unanimously.

- I. Treasurer:** Executive Director Craig Bubb presented a budget income report for the Board's review. Deanna Hassinger stated this budget income report is prepared monthly along with the balance sheet and voucher report. Craig Bubb noted the official close of business for MABL is September 29, 2021. The Mifflin County Municipal Authority will officially take over on September 30, 2021. The Board briefly discussed two bills MABL has refused to pay. Ralph Eckley stated he would like to know the reason these bills were not paid. Craig Bubb stated he doesn't know why they didn't pay the two bills but these bills will be settled at closing. Ralph Eckley stated he is not in favor paying the bills and would like to have a reason why MABL has refused to pay them.
- II. Office Manager:** Deanna Hassinger presented the Manager's Report for the Board's review. William Gomes asked about the COVID turn offs that Frank Berrier had questioned at the last MABL meeting. Deanna Hassinger stated the turn off moratorium was lifted on June 1, 2021 and the turn offs have resumed.
- III. Executive Director:** Craig Bubb presented the Executive Director's report for the Board's review noted several ongoing projects.

- IV. Engineer:** Pat Ward with Uni-Tec Consulting Engineers Inc. presented the Engineer's report for the Board's review. Pat Ward explained the report is broken down by the Water Supply sources. The Board was presented the 2021 operating budget that was approved by MABL for adoption. Craig Bubb noted the 2021 operating budget is a requirement to be adopted by the Mifflin County Municipal Authority. Craig Bubb explained what is included in the operating budget, the capital budget, 2021 bond issue project. After some discussion Scott Pecht motioned to adopt the 2021 operating budget. Ralph Eckley seconded the motion and the motion passed unanimously.
- V. Solicitor:** Craig Bubb presented the Rate Resolution 2021-2 for the Board's review. Craig Bubb explained this is the same rate resolution that was passed by MABL. After some review Mary Herto motioned to approve Rate Resolution 2021-2. The motion was seconded by Tom Garver and passed unanimously.
- VI. Old Business:** No Old Business to discuss.
- VII. New Business:**
1. MCMA Committees – Craig Bubb explained the budget process outline and noted the budget needs to be passed and along with the rate resolution by December 26, 2021. Craig Bubb recommended appointing the Budget Committee now so the budget process can begin. The Board agreed to appoint Tom Garver, Mary Herto, and Ralph Eckley to the Budget Committee.
  2. 2021 Meeting Schedule – Mary Herto noted the meetings are advertised for the 4<sup>th</sup> Wednesday of every month thru the end of the year. The Board discussed and agreed to keep the meeting schedule the same till the end of the year.
- VIII. Correspondence:**
1. Craig Bubb stated PMAA, the Pennsylvania Municipal Authorities Association, held a successful virtual conference last year and they are having the virtual conference again this year on November 16<sup>th</sup> thru November 18<sup>th</sup>. Craig Budd stated the Board will need to decide to continue with the PMAA membership for next year and Craig Bubb recommends doing so.
  2. It was noted the 2021 Fall Flushing schedule was given to the Board.
- VIII. Adjourn:** There being no further business a motion was made by Tom Garver motioned to adjourn the meeting. Mark Sunderland seconded the motion and the motion passed unanimously.

Respectfully submitted,

Mifflin Co. Municipal Authority  
Michelle Shirey