

## MINUTES OF THE 03/16/2022 MEETING

A meeting of Mifflin County Municipal Authority (MCMA) was held at 73 Reserve Lane (Derry Township Office), Lewistown. The meeting was called to order at 1:00 p.m.

**BOARD MEMBERS PRESENT:** Bargo, Eckley, Garver, Herto, Parker, Pecht, Shirey, Smeltz

**BOARD MEMBERS ABSENT:** Rocco (by reason of resignation; replacement not yet appointed)

**BOARD MEMBERS LATE:** None

**OTHERS PRESENT:** Bubb, Castel, Hassinger, Searer, Ward

**OTHERS ABSENT:** None

**OTHERS LATE:** None

**PUBLIC PRESENT:** Lonnie Griffith  
John Taylor – Baker Tilly 1:47 p.m.

**REVIEW of AGENDA:**  
No changes.

**PUBLIC COMMENT:**  
None

**READING OF THE MINUTES:**  
A Garver/Parker motion was made to approve the 02/16/22 MCMA meeting minutes. The motion passed unanimously.

**TREASURER'S REPORT:**  
The budget report was approved unanimously on a Bargo/Shirey motion.  
The voucher report was approved unanimously on a Parker/Garver motion.

**OFFICE MANAGER'S REPORT:**  
Hassinger presented her written report.  
Grundy Insurance provided a quote for one-million dollars of liability coverage. The current coverage is ten-million dollars. The Board consensus was not to reduce the coverage.  
The 2021 PA One Call credit for \$681.46 is applied to MCMA account.  
One recent new hire qualified for the On-the-Job Training program, funding 50% of the initial six-month training period.  
Capital project, Mobile Read Upgrade quotes initialed due to hardware lead time of six to nine months.  
Final transition activities for Penelec and JVB accounts are pending.  
The Office Manager report was unanimously approved on a Shirey/Garver motion.

**WATER PRODUCTION MANAGER'S REPORT:**  
Castel presented his written report.  
A Bargo/Pecht motion to approve the Water Production Manager report was unanimously approved.

**EXECUTIVE DIRECTOR'S REPORT:**  
Bubb presented his written report.  
An update on the Edgewood Country Estate subdivision was provided. A capital project to get water closer to the Mifflin County Airport will be worked into this project. There is potential to provide water service to existing homes in the area.  
A review of the PMAA Board Member training session was provided.  
A recent structure fire in Belleville preceded an 8" water main break causing about 500,000 gallons of lost water. MCMA was onsite to re-route water and monitor tank levels to avoid customer water outages. Bubb will schedule a refresher meeting with the local fire companies to discuss the importance of proper use of hydrants during an emergency situation to avoid possible water main damage.  
An Eckley/Bargo motion to approve the Executive Director report was unanimously approved.



**ENGINEER'S REPORT:**

Ward presented his written report.

The upcoming capital project to demo and replace the water treatment plant clarifiers was discussed. A Bargo/Parker motion to authorize engineering design work on the project was unanimously approved.

Ward provided an update on the Valley Street project. A Garver/Eckley motion to execute the Agreement for Contract 20-01 with Sippel Development Inc in the amount of \$1,699,699.00 was unanimously approved.

A Parker/Garver motion to approve the issuance of the Notice to Proceed on March 17, 2022 for Contract 20-01 to Sippel Development, Inc. was unanimously approved.

**PUBLIC COMMENT:**

John Taylor from Baker Tilly provided the regular communications and outlined governance and accounting responsibilities as required. The discussion was related to the final audit of The Municipal Authority of the Borough of Lewistown and the disposal of operations on 09/30/2021. The Management Discussion and Analysis emphasizes the transaction to the reader. Note 1 provides details of the acquisition, disposal and assumptions of liabilities related to the transaction. Work will continue to close the Mifflin County Municipal Authority audit for the year 2021 and be reported at the April 20, 2022 meeting.

**SOLICITOR'S REPORT:**

Searer presented his written report.

An update on the Jewel Street water line easement was provided. Documents will be prepared for execution next month and then sent to Granville Township for action.

The Garver/Pecht motion for an executive session for pending litigation and laborer interview results at 2:18 p.m. was unanimously approved.

The regular meeting reconvened at 2:39 p.m.

**OLD BUSINESS:**

None

**NEW BUSINESS:**

A Bargo/Shirey motion to approve MCMA Water Revenue Bonds, Series 2021 Construction Fund Requisition 1-2022 in the amount of \$213,400.99 was unanimously approved.

A Parker/Eckley motion to approve MCMA Water Revenue Bonds, Bond Redemption and Improvement Fund Requisition 2-2022 in the amount of \$96,666.25 was unanimously approved.

**COMMITTEE REPORTS:**

Rates and Rules Committee

A Garver/Pecht motion to add Policy 315: CDL Licensing was unanimously approved.

Discussion on the current leak policy and the options discussed by the Committee were presented. A

Garver/Pecht motion to follow the current policy and offer interest free payments at the third tier rate, a monthly payment plan to be completed in 2022 and the current bill to remain current for the Lewistown Church of Christ account was unanimously approved.

Personnel Committee

A Garver/Parker motion to approve an offer for one (1) Laborer position was unanimously approved.

**CORRESPONDENCE:**

AUTHORITY

A Shirey/Pecht motion to adjourn the meeting at 2:39 p.m. was unanimously approved.

Attested by:



Barry Bargo  
Secretary

