

MINUTES OF THE 09/21/2022 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 pm.

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

BOARD MEMBERS ABSENT: None

BOARD MEMBERS LATE: None

OTHERS PRESENT: Castel, Hassinger, Searer, Ward

OTHERS ABSENT: Bubb

OTHERS LATE: None

PUBLIC PRESENT: John Vargo – Conrad Siegel, Dave Lytle – Conrad Siegel

PUBLIC COMMENT:

Lytle provided the group with an annual pension plan investment review and fiduciary topics. He reviewed the investment strategy, plan performance during the year 2022 and plan expenses. No changes were recommended.

Vargo presented the Interim Pension Report as of January 1, 2022. A general review of the plan benefits and expected benefit payments were discussed. Herto questioned the difference in expected benefit payments between the interim report and the annual report. Vargo/Lytle advised they will review the information and get back to Hassinger.

READING OF THE MINUTES:

A Smeltz/Eckley motion was made to approve the 08/17/22 MCMA meeting minutes. The motion passed unanimously.

TREASURER'S REPORT:

The budget report was approved unanimously on a Garver/Shiery motion.
The voucher report was approved unanimously on a Parker/Garver motion.

BUSINESS MANAGER'S REPORT:

Hassinger presented her written report.

Hassinger provided the Board members with information related to the Authority's rate history, past practices and the average revenue and customer counts related to zero reading minimum bills. There are an average of 200 customer accounts each month and a projected revenue of \$200,000 annually, based on year-to-date data, for this service. Discussions regarding customer acknowledgment of this rate lead to a Board recommendation to add a customer acknowledgement to the customer application process. Hassinger will take the necessary steps to implement the recommendation.

The correspondence from PA Auditor General was provided. The current total distress score: 0.

Credit card processing with NCR have been initiated. The project should take six (6) weeks to transition.

A personnel update was provided on current staff resignations. The open positions have been advertised in the local newspaper as well as the utility trade classifieds. Interviews will be held in the next two to three weeks.

A Lock Haven student requested an internship opportunity at the Laurel Creek Filtration plant for the Spring semester 2023. A Garver/Pecht motion to approve the non-paid internship was approved unanimously.

An update on the Lewistown Borough billing project was provided. The next meeting is scheduled for 10/5/22.

A notice from JVB on an update to interest rates will be monitored and updates will be reported.

WATER PRODUCTION MANAGER'S REPORT:

Castel presented his written report.

Castel gave an update on the replacement quotes received for the propane heaters. Unit type, efficiency and payback on fuel savings were discussed. A Garver/Bargo motion to approve purchase order 2202053 to MGM Mechanical Ince in the amount of \$16,850 was unanimously approved.

Quotes received for the annual calibration of the ozone monitors and analyzers were discussed. Purchase order 202052 in the amount of \$3,650.00 to GS03 Services for annual calibrations was unanimously approved.

EXECUTIVE DIRECTOR'S REPORT:

Bubb's written report and attachments were included for Board review. There were no questions on the report.

ENGINEER'S REPORT:

Ward presented his written report.

A Valley Street project update was provided. Pay Application No. 5 in the amount of \$268,403.49 was recommended for approval. A Eckley/Shirey motion to pay the application was unanimously approved.

OLD BUSINESS:

None

NEW BUSINESS:

A Parker/Garver motion to approve MCMA Water Revenue Bonds, Series 2021 Construction Fund Requisition 7-2022CF in the amount of \$473,816.07 was unanimously approved.

A Garver/Bargo motion to approve MCMA Water Revenue Bonds, Lewistown Borough Note Fund Requisition 1-2022BN in the amount of \$300,000.00 was unanimously approved.

A Griffith/Eckley motion to move to executive session at 2:37 pm for legal contract matters was unanimously approved.

The regular meeting reconvened at 2:56 pm.

Garver left the meeting at 2:51 pm.

The Board stated no official actions have been taken regarding the sale of the current office property in Lewistown.

CORRESPONDENCE:

An Eckley/Griffith motion to adjourn the meeting at 2:57 pm was unanimously approved.

Attested by:



Barry Bargo
Secretary