

MINUTES OF THE 11/16/2022 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 pm.

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

BOARD MEMBERS ABSENT: None

BOARD MEMBERS LATE: None

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

OTHERS ABSENT: None

OTHERS LATE: None

PUBLIC PRESENT: None

PUBLIC COMMENT:

None

READING OF THE MINUTES:

A Smeltz/Griffith motion was made to approve the 10/19/22 MCMA meeting minutes. The motion passed unanimously.

TREASURER'S REPORT:

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

The voucher report was approved unanimously on a Bargo/Shirey motion.

BUSINESS MANAGER'S REPORT:

Hassinger presented her written report.

A Parker/Garver motion to approve the 2023 Worker's Compensation Insurance renewal with Hartman Group in the amount of \$58,379.00 was unanimously approved.

The Conrad Siegel Investment Advisors Q3 2022 Quarterly Investment Summary Statement was provided.

A Garver/Parker motion to authorize the Baker Tilly engagement letter for the 2022 audit in the amount of \$35,750 plus a 5% administrative fee of \$1,787.50 was unanimously approved.

New Hire Starts:

Zachary Knepp 11/2/22 Service Technician

Fred Zimmerman Jr 11/7/22 Laborer

Budget meeting and Personnel meeting minutes were attached for review by all Board members.

WATER PRODUCTION MANAGER'S REPORT:

Castel presented his written report.

The 15th annual AWOP Award was accepted by Castel.

Castel provided a detailed update on the customer references for X-Pert Communications security project. His recommendation after reviewing references is to move forward as the Board approved in October.

A Bargo/Pecht motion to approve the purchase order 2202056 in the amount of \$5,893.72 to HACH for a Chlorine Analyzer was unanimously approved.

A recommendation for Employee of the Month for Andrew Boozel for his cost saving efforts with filter plant maintenance was presented by Castel.

EXECUTIVE DIRECTOR'S REPORT:

Bubb's presented his written report.

Project updates were giving for the Electric Avenue bridge replacement and Hawstone water system project.

The appraisal report for the property at 70 Chestnut St – Lewistown was completed by Christian T. Aumiller.

The Property Committee will discuss the plan to move any project forward.

ENGINEER'S REPORT:

Ward presented his written report.

The design and permitting work for the Juniata Terrace boring project request was put on hold with no action taken pending a cost estimate from Ward.

A Griffith/Shirey motion to authorize signatures for the PA Small Water and Sewer Program grant documents was unanimously approved.

There was no action on Change Order No. 4; the contractor did not submit a change order document. The final pay application documents are expected at the December meeting.

SOLICITOR'S REPORT:

Searer updated projects in progress; reporting no issues.

OLD BUSINESS:

None

NEW BUSINESS:

A Griffith/Eckley motion to approve MCMA Water Revenue Bonds, Series 2021 Construction Fund Requisition 9-2022CF in the amount of \$75,795.51 was unanimously approved.

A Garver/Parker motion to execute the Hawstone Water System Deed of Dedication to Mifflin County Municipal Authority was approved 8-0 (Herto abstained).

COMMITTEE REPORT:

Property – A Garver/Eckley motion to authorize Searer to draft property transfer documents for a MCMA abandoned property in Granville Township to Granville Township was approved 8-0 (Herto abstained).

Budget – The operating and general expenses were reviewed. The draft presented covered the increased expenses with a 3% rate increase. The Committee will finalize the draft for the December meeting.

An Eckley/Garver motion to move to executive session at 2:42 pm for discussions on litigation, union contract negotiations and new hire job offers was unanimously approved.

The regular meeting reconvened at 3:14 pm.

Griffith (2:55 pm) and Garver (2:57 pm) left the meeting.

A Shirey/Pecht motion to offer an Office Clerk III and Office Clerk II position was approved 6-0 (Herto abstained)

CORRESPONDENCE:

AUTHORITY

PMAA 80 YR ANNIVERSARY PUBLICATION

An Eckley/Pecht motion to adjourn the meeting at 3:15 pm was unanimously approved.

Attested by:



Barry Bargo
Secretary