

MINUTES OF THE 02/15/2023 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, Hassinger, Highfield, Searer, Ward

OTHERS ABSENT: Castel

OTHERS LATE: None

PUBLIC PRESENT: None

PUBLIC COMMENT:
None

READING OF THE MINUTES:

A Garver/Parker motion was made to approve the 01/18/23 MCMA meeting minutes. The motion passed unanimously.

TREASURER'S REPORT:

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

BUSINESS MANAGER'S REPORT:

Hassinger presented her written report.
The Conrad Siegel 2022 summary report and Actuarial Valuation as of January 1, 2023 was provided.
A Garver/Bargo motion to approve and execute Policy #884 was unanimously approved.
A Parker/Pecht motion to approve the US Bank Incumbency Certificate was unanimously approved.
A Griffith/Pecht motion to approve the 2023 MCMA Organizational Chart was unanimously approved.
The annual audit final draft report target date for presentation is 4/19/23. No issues to date. Work continues with the auditors.
A summary of the meeting with Stifel & US Bank related to investing fund balances in short term treasury bonds was discussed. No Board action was taken on any changes to the construction fund investments.
The FNB Pcard rebate for 2022, issued as a bill credit, was received in the amount of \$10,609.10.

WATER PRODUCTION MANAGER'S REPORT:

Bubb provided comments on Castel's written report.
All required annual reporting is moving forward, on time, with no major issues.
The quote for the SCADA system upgrade is in the review process.
Additional silver testing for the NPDES permit renewal has been completed and the results have been sent to DEP.

EXECUTIVE DIRECTOR'S REPORT:

Bubb's presented his written report.
Project updates were giving for the Granville Township, and Carriage Crossing water system projects.
A new water main project of 200' with a potential of three new customers on Feters Lane with compromised wells was discussed. A Bargo/Griffith motion to approve the project and have the Solicitor work on easement documents was unanimously approved.
A Shirey/Garver motion to approve purchase order 1202304 in the amount of \$39,218.00 to Lake Ford for the CoStars purchase of 2023 Ford Explorer was unanimously approved.

A Griffith/Eckley motion to authorize SSM & PA DEP on behalf of MCMA to complete the Source Water Protection Plan was unanimously approved.
Dave O'Donnell was the employee of the month for February.

ENGINEER'S REPORT:

Ward presented his written report.
Ward updated the projects in progress. The SRBC mitigation plan details were included in the report.
The PennDot Reimbursement Request for Valley Street was submitted per the cost share agreement approved by a prior Resolution.
The 20" water main replacement project will be ready to bid at the March 2023 meeting.

SOLICITOR'S REPORT:

Searer updated projects in progress; reporting no issues.

OLD BUSINESS:

None

NEW BUSINESS:

A Griffith/Parker motion to approve MCMA Water Revenue Bonds, Series 2021 Construction Fund Requisition 12-2022CF in the amount of \$120,015.17 was unanimously approved.
A Griffith/Pecht motion to approve Water Line Extension Application submitted by Mike Watson for Airport Road, Brown Township for 2200' of water line construction with MCMA supplying the material was unanimously approved.

COMMITTEE REPORTS:

Property Committee

A Griffith/Smeltz motion to approve the HRG building study phase engagement in the amount of \$25,000 was unanimously approved.

Personnel Committee

The meeting moved to executive session to discuss personnel/hiring and litigation at 2:27 pm.
The regular meeting reconvened at 2:40 pm.

An Eckley/Garver motion to approve the Filter Plant Operator Apprentice job offer was unanimously approved.

CORRESPONDENCE:

Committee Roster 2023

An Smeltz/Shirey motion to adjourn the meeting at 2:41 pm was unanimously approved.

Attested by:

Barry Bargo
Secretary