

## **MINUTES OF THE 05/17/2023 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, Castel, Hassinger, Searer, Ward

**OTHERS ABSENT:** None

**OTHERS LATE:** None

**PUBLIC PRESENT:** Tony Willard – Kish Insurance

### **PUBLIC COMMENT:**

Willard was in attendance to present the 2023/2024 property insurance renewal with PIRMA. Willard noted the Authority has been with PIRMA since 2003. An overview of the property and equipment values and coverages limits were reviewed. Willard presented two new coverages; Unscheduled Equipment and Flood and Earthquake coverage. A Garver/Bargo motion to approve the 2023/2024 policy renewal in the amount of \$63,274.00 and the Crime Policy renewal in the amount of \$700.00 was unanimously approved.

### **READING OF THE MINUTES:**

A Parker/Shirey motion was made to approve the 04/19/23 MCMA meeting minutes. The motion passed unanimously.

### **TREASURER'S REPORT:**

The budget and voucher reports were approved unanimously on a Bargo/Pecht motion.

### **BUSINESS MANAGER'S REPORT:**

Hassinger presented her written report.

Allisa Morris requested a penalty waiver on a bill due 3/2022 in the amount of \$10.06 and 3/2023 in the amount of \$11.36 claiming the timeframe for payment and the ACH cut off information is not included on the ebill. Hassinger provided MCMA policies, payment history and screen shots of the cut off times for electronic payments. A Smeltz/Griffith motion to issue a penalty waiver for the 3/2022 bill based on eight on time payments per policy was approved, 8-Yes, Herto-No.

The Conrad Siegel Q1 2023 Quarterly Investment Summary was provided for Board review.

Hassinger reported all required annual financial reports have been filed for 2022.

A Smeltz/Garver motion to not expand the insurance coverage for unscheduled equipment and flood and earthquake coverage was unanimously approved.

An update on the service line project was given. MuniLink is offering a module to track inventory. A webinar was viewed and the program will continue to be evaluated for MCMA upcoming needs.

A bill adjustment credit was issued for bills calculated January through April. The monthly account total was \$9,812 and quarterly account total was \$5,911. The rate tables were changed to a tiered structure. MuniLink support facilitated the adjustment and changed the rate tables back to billed by service rates. After working through the issue and contacting some industry resources, a rate study will be considered.

The Hawstone meters have been complete except for one (1) unit that was missing a connector. RMA has been issued and lead time is six months.

A Shirey/Griffith motion to approve the Business Manager's report was unanimously approved.

### **WATER PRODUCTION MANAGER'S REPORT:**

Castel presented his written report.

Castel reported the roof at the boat house roof was damaged during a recent wind and rain storm. J.M. Young was called in to evaluate for repair. After inspection, a new roof was recommended. A Bargo/Eckley motion to approve purchase order 2202068 to J.M. Young & Sons Inc in the amount of \$7,590.00 for the roof replacement.

Castel provided an update on the security camera and lighting system upgrades. There are two change orders to add lights on the upper flat and moving the light on the spillway down over the crest of the dam for better visibility. A Griffith/Eckley motion to approve purchase order 2202067 for change order 1 and 2 to X-Pert Communication, Inc. in the amount of \$5,353.86 was unanimously approved.

An update on the Pureflow maintenance contract visit was provided. A proposal to re-program the logic and add a valve to the cooling water line so both ozone generators can operate at the same time was provided. The cost is estimated at \$82,000. This will be part of the ten-year capital plan.

DEP representatives have contacted MCMA about forming a Source Water Protection Program steering committee. The committee may include the Board, water company staff and other local representatives. Castel will update progress monthly.

A tour of fourteen students and two professors from Thaddeus Stevens College was held this month. The feedback from the students was positive.

#### **EXECUTIVE DIRECTOR'S REPORT:**

Bubb presented his written report.

Project updates were given for various projects in progress. Peight's Store has started installation of the service line to serve the store.

Laura at Mifflin County GIS is providing support for the lead and copper inventory assessment.

Bubb provided an update on the OSHA requirements for municipal authorities' bill that recently passed in the house of representatives. The unions are pushing to get everyone covered under the regulations. PMAA has reported the bill is unlikely to pass in the senate unless it is part of Act 12 negotiations.

#### **ENGINEER'S REPORT:**

Ward presented his written report.

Ward reviewed the ongoing status of projects. No action was required.

A Bargo/Shirey motion to approve the execution of the 20" Main Replacement Contract with Sippel Development was unanimously approved.

A Parker/Pecht motion to accept the Engineer's report was unanimously approved.

#### **SOLICITOR'S REPORT:**

Searer updated projects in progress; reporting no issues.

A Griffith/Eckley motion to accept the Solicitor's report was unanimously approved.

#### **OLD BUSINESS:**

None

#### **NEW BUSINESS:**

A Parker/Garver motion to approve MCMA Water Revenue Bonds, Series 2021 Construction Fund Requisition 15-2022CF in the amount of \$376,990.45 was unanimously approved.

A Bargo/Shirey motion to approve the Water Line Extension Application – Lonnie & Diane Griffith, Jason & Rachel Cunningham, Christopher & Hannah Griffith – Great Plains Drive, Lewistown, PA was approved 8-Yes, 0-No, Griffith-Abstained.

A Griffith/Pecht motion to approve the Water Line Extension Application – Randy & Julie Sunderland – Kish Valley Crossing, Reedsville, PA was unanimously approved.

A Garver/Bargo motion to advertise 2015 Chevy Pick-up Muncibid was unanimously approved.

#### **COMMITTEE REPORTS:**

Property Committee

An update from the May meeting was provided. The committee reviewed the final plan draft. The next meeting will cover building cost, project schedule and permit acquisition. A presentation at the July Board meeting is planned.

Personnel Committee

A Parker/Garver motion to go into executive session at 2:35 pm for personnel matters related to hiring was unanimously approved.

The regular meeting reconvened at 2:39 pm.

**CORRESPONDENCE:**

MCMA Correspondence – Homan

Publication – The Value of Authority Ownership of Public Water and Sewer Systems

A Garver/Bargo motion to adjourn the meeting at 2:40 pm was unanimously approved.

Attested by:

Barry Bargo  
Secretary