

## **MINUTES OF THE 12/20/2023 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, Griffith, Herto, Parker, Pecht, Shirey, Smeltz

**BOARD MEMBERS ABSENT:** Garver

**BOARD MEMBERS LATE:** None

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

**OTHERS ABSENT:** None

**OTHERS LATE:** None

**PUBLIC PRESENT:** None

**PUBLIC COMMENT:**

None

**READING OF THE MINUTES:**

A Smeltz/Eckley motion was made to approve the 10/18/23 MCMA meeting minutes. The motion passed unanimously.

**TREASURER'S REPORT:**

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

**BUSINESS MANAGER'S REPORT:**

Hassinger presented her written report.

A Griffith/Pecht motion to deny the request for an exemption to a waiver of the \$40.00 administrative service charge by Richard Shoemaker II was unanimously approved.

The interim arbitrage rebate calculation for Water Revenue Bonds Series 2021 was completed. The accrued rebate liability is \$77,823.16. Work will continue with bond advisor to move any proceeds to tax exempt investments.

The Baker Tilly Letter of Engagement for the 2023 financial audit was presented for review. A Parker/Shirey motion to have Bubb execute the Letter was unanimously approved.

The Energy Audit and Carbon Reduction Strategy proposal from World Kinect Services was provided for review. The budget committee recommended no action at this time. Hassinger will continue to explore funding opportunities and working with other industry organizations on similar services.

The 2022-2023 write off list in the amount of \$5,924.36 has been processed. Two accounts have been liened.

**WATER PRODUCTION MANAGER'S REPORT:**

Castel presented his written report.

Castel provided an update on SCADA improvements. Analog communications are being replaced by new equipment to provide real time data.

The source water protection program profile was completed and sent to DEP.

A valve maintenance and exercising log for the filter plant grounds has been initiated as recommended by DEP.

An update on the interview process for a Filter Plant Operator was provided. Three first round interviews were completed by Castel and Hough.

Castel provided an update on other filter plant maintenance that was completed since last month.

A Bargo/Griffith motion to approve PO #2202081 to Pyrz Water Supply Company in the amount of \$3,130.00 was unanimously approved.

A Bargo/Griffith motion to approve PO #2202082 to Method Flow Products LLC in the amount of \$12,589.08 was unanimously approved.

**EXECUTIVE DIRECTOR'S REPORT:**

Bubb provided his written report.

Bubb attended two meetings for the Electric Avenue, Milroy bridge replacement project. Construction is scheduled to start 4/1/24.

The CDBG-CV water line project in Granville Township is moving forward to the bidding stage. CDBG administration issues may cause a project delay.

Two new hydrants have been installed in Union Township to improve fire flows to the area.

An application for water service has been received for Forest Estates, 96 new customers. Connection fees will be established to move the project forward.

Bubb updated the SRBC mitigation plan progress. He attended the Armagh Township meeting to update the Supervisors. The pipe is ordered and the owner agreements are in process.

Bubb surveyed the Treaster Valley property with the forester and a sale is not recommended at this time.

Gypsy moth activity was noted and a spray will be planned in 2024.

Feasibility of a water line extension on Back Mountain Road to Rockville Road in Union Township was discussed. Bubb will have the party involved submit a Water Line Extension Application for consideration.

**ENGINEER'S REPORT:**

Buchart Horn:

Ward presented his written report.

Ward reported the DCED denied the grant application for the pumping station at Juniata Terrace.

The annual dam inspection report for the Laurel Creek Filtration Plant has been completed for 2023.

Buchart Horn provided rates for 2024.

Herbert, Rowland & Grubic:

Stoy presented his written report.

Stoy gave an update on the office and maintenance building project. Permitting is moving forward. HRG has attended Planning Commission and Armagh Township meetings.

A Griffith/Shirey motion to approve Project 23-100 – Meter Reader Replacement Project Pay Application #2 in the amount of \$48,170.70 was unanimously approved.

HRG provided rates for 2024.

**SOLICITOR'S REPORT:**

Searer provided his written report.

Updates on Edgewood Estates easements, concealed carry permits in conjunction with the meter project and lien processing were given.

Details on the SRBC Agreements with property owners will cover the possible adverse effects on private wells as well as a provision to provide bottled water.

The 2024 hourly rate will increase to \$210 per hour.

A Parker/Bargo motion to schedule and advertise the 2024 MCMA Board meetings on the third Wednesday of each month, at 1:00 pm, at the Derry Township office was unanimously approved.

**OLD BUSINESS:**

None

**NEW BUSINESS:**

A Griffith/Eckley motion to approve MCMA Water Revenue Bonds, Series 2021 Construction Fund Requisition 22-2022CF in the amount of \$199,777.53 was unanimously approved.

A Shirey/Bargo motion to approve PO # 1202322 not to exceed \$53,000 for the purchase of a fleet vehicle for MCMA service from the lateral maintenance fund was unanimously approved.

**COMMITTEE REPORTS:**

Property Committee: An update on the MCMA building project was provided. Bubb advised work continues to move forward for bid feasibility. The work will have three primary contracts for construction, general, mechanical, and electrical. The next committee meeting is scheduled in January.

Budget Committee: The 2024 operating and capital budgets are finalized.

The 2024 Operating Budget is \$5,871,782.

An Eckley/Parker motion to approve the 2024Capital Budget of \$4,827,250, with a 5% Contingency totaling \$5,068,613 was unanimously approved.

A Pecht/Griffith motion to approve Rate Resolution 3-2023 with a 4% rate increase was unanimously approved.

A Shirey/Bargo motion for a Staff salary increase of 3.5% was unanimously approved.

**CORRESPONDENCE:**

**AUTHORITY**

A Bargo/Eckley motion to adjourn the meeting at 2:54 pm was unanimously approved.

Attested by:

Barry Bargo  
Secretary