

MINUTES OF THE 01/17/2024 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: Eckley, Griffith, Herto, Parker, Pecht, Shirey, Smeltz

BOARD MEMBERS ABSENT: Bargo, Garver

BOARD MEMBERS LATE: None

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

OTHERS ABSENT: None

OTHERS LATE: None

PUBLIC PRESENT: None

PUBLIC COMMENT:
None

REORGANIZATION:

The meeting was turned over to Searer for MCMA reorganization. A Smeltz/Pecht motion to nominate the same MCMA Officers for 2024 was made. The nominations were closed. The motion passed unanimously. The meeting was turned over to Chair Herto.

A Shirey/Griffith motion to engage Buchart Horn as the Consulting Engineer, Herbert, Rowland & Grubic (HRG) as the Construction Engineer and Tucker Arensberg as Solicitor was unanimously approved.

A Smeltz/Shirey motion to approve the 2023 Committee roster for 2024 was unanimously approved.

Property: Bargo, Griffith, Pecht, Smeltz

Personnel: Eckley, Herto, Parker, Pecht

Budget: Eckley, Garver, Griffith, Shirey

Rates & Rules: Bargo, Herto, Shirey, Smeltz

READING OF THE MINUTES:

A Pecht/Eckley motion was made to approve the 12/20/23 MCMA meeting minutes. The motion passed unanimously.

TREASURER'S REPORT:

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

BUSINESS MANAGER'S REPORT:

Hassinger presented her written report.

Account 041022000-2 Heimbaugh property located at 216 4th Ave, Burnham leak consumption and account on time payment history and correspondence from Ms. Heimbaugh were reviewed. A Griffith Shirey motion to adjust the rate to third tier billing on 174,000 gallons for \$167.04 account credit and interest free payment arrangements was approved 6-0, Smeltz abstained.

No action was required for account 071080000-4 Fortenbaugh. The meter register was exchanged and a corrected bill was issued on this account.

The Industrial Appraisal report has been completed and forwarded to Kish Agency. Smeltz inquired on a possible increase to insurance based on updated values. Hassinger will work with Kish Agency and provide an update at the next meeting.

The 2023 financial audit is underway. Field work is scheduled for 2/19/24.

An update on the Mobile Read project was provided. Smeltz informed all that he received a complaint about the contractor being unprofessional from Steve Palm and shared his experience with DSW Services for his office appointment. Hassinger stated she will relay the information to the Engineer and add it to the list of items to be discussed with DSW for corrective action.

A Griffith/Pecht motion to approve and execute the 2024 US Bank Authorized Signature document was unanimously approved.

2023 State Ethics Statements were provided to all Board members and MCMA Staff and are due 5/1/24.

Shirey left the meeting at 1:29 pm.

WATER PRODUCTION MANAGER'S REPORT:

Castel presented his written report.

A SCADA update on VFD replacement and new PLC work was provided.

The source water protection plan draft from DEP is complete and is being reviewed.

The Filter Plant performance evaluation is scheduled for March 11 & 12, 2024. Castel invited all to attend to see the process.

Castel provided details related to the replacement of the units for the contact basins and the Hawstone chlorine analyzers. There is a purchase order for two replacement units for Board approval.

A power surge at the filter plant caused an ozone generator to fail with major electrical and communication issues. Castel provided details on the troubleshooting efforts Andrew Boozel initiated to correct the issue. His efforts got the operations back on track and saved a contractor call out to resolve the problem. Castel recognized Andrew Boozel as employee of the month.

A Parker/Griffith motion to approve Purchase Order 2202084 in the amount of \$13,380.18 PA CoStars, to Hach for monitoring equipment was unanimously approved.

EXECUTIVE DIRECTOR'S REPORT:

Bubb's presented his written report.

Project updates were giving for the Electric Avenue bridge replacement, the water line extension project in Granville Township and fire hydrants added in Union Township.

The estimate to connect Forest Estates has been delivered to Bomberger. The service will extend water to ninety-six (96) homes through one master meter. Coordination with DEP to terminate the existing permit will be required.

The railroad crossing at Juniata Terrace is planned for bid in May or June. There may be some crop damage to be considered for reimbursement.

The water line work to satisfy the SRBC mitigation plan is underway and should be completed by the due date.

Bubb discussed security considerations, internet, and phone service options at the new office building.

There is Board member training sponsored by PMAA on March 21, 2024. Bubb encouraged Board member attendance and will register anyone interested.

Unaccounted for water for 2023 was 9.6%.

Bubb attached a letter from Towamencin Township Sewer and the efforts to prevent the sale of a public system.

ENGINEER'S REPORT:

Buchart Horn:

Ward presented his written report.

Ward updated the projects in progress. There were no issues to report or act upon.

Ward provided an update on the RailPros permit for Juniata Terrace that was received. The team will provide any additional information needed and MCMA has paid the initial fee invoice.

Herbert, Rowland & Grubic

Garrigan provided an update on the progress of the Office and Maintenance Building Project. Final review of the bidding documents will be completed by the team on 01/19/24. A Griffith/Smeltz motion to authorize bidding of the project with a target date of 02/05/24 to PennBid was unanimously approved.

A Griffith/Eckley motion to approve Contract 23-100 Meter Reader Replacement Project Pay Application #3 in the amount of \$74,277.00 was unanimously approved.

SOLICITOR'S REPORT:

Searer updated projects in progress; reporting no issues.

OLD BUSINESS:

None

NEW BUSINESS:

A Parker/Eckley motion to approve MCMA Water Revenue Bonds, Series 2021 Construction Fund Requisition 23-2022CF in the amount of \$134,255.00 was unanimously approved.

CORRESPONDENCE:

MCMA Correspondence – Richard Shoemaker II, Board Action 12/20/23

MCMA Correspondence – Stephanie W Green, Office Letter 01/10/24

A Griffith/Eckley motion to adjourn the meeting at 2:25 pm was unanimously approved.

Attested by:

Michelle Shirey
Vice Chairman