

MINUTES OF THE 03/20/2024 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: Bargo, Garver, Griffith, Herto, Parker, Pecht, Shirey, Smeltz

BOARD MEMBERS ABSENT: Eckley

BOARD MEMBERS LATE: None

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

OTHERS ABSENT: None

OTHERS LATE: None

PUBLIC PRESENT: None

PUBLIC COMMENT:
None

READING OF THE MINUTES:

A Smeltz/Bargo motion was made to approve the 02/21/24 MCMA meeting minutes. The motion passed unanimously.

TREASURER'S REPORT:

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

BUSINESS MANAGER'S REPORT:

Hassinger presented her written report.

Documents and Application completed to McGowan Co for a property insurance quote for 2024/2025.

Overtime and meter testing reports were provided for review.

The mobile read upgrade project continues. A progress meeting was held with DSW to address customer complaints, changeouts held and progress to date. MCMA will issue letters to customers who have not responded to the contractor for multiple attempts to access the meter.

A Garver/Griffith motion to approve Hassinger execute the US Bank letter directing purchase of demand deposit US Treasury State and Local Government Series investments for the Series 2021 Construction Fund was unanimously approved.

A Budget Committee meeting is scheduled for 4/9/24 to review Keystone Allilance rate study progress to date. Community outreach project underway for Earth Day 2024, Planet vs. Plastic. MCMA will present information and hold a poster contest with local classrooms who expressed interest in participating.

WATER PRODUCTION MANAGER'S REPORT:

Castel presented his written report.

Castel provided an update on the SCADA upgrade progress. No issues to report.

Eight power supplies in ozone generator #1 were damaged due to a recent power surge. Surge protection was discussed and Castel will act on the recommendation. A purchase order was presented to replace the power supplies. The damages have been submitted to insurance for coverage, the deductible is \$2500.

The DEP filter plant performance evaluation was completed. The visit went well with no deficiencies. The final report is due in about two (2) weeks.

Levi Hartzler, Filter Plant Operator Apprentice started March 4, 2024. He will participate in the CPI Apprenticeship program. Grant funding will cover the two-year training program. MCMA cost share portion is \$2,400. Castel and Hassinger attended the CPI Advisory Board Committee meeting this month.

Castel provided details on the process of jar testing and the selection process. A purchase order has been submitted for approval.

Filter media has been sent for the annual testing requirement. Castel stated the filter media will need to be replenished in 2025.

A Parker/Bargo motion to approve Purchase Order 2202089 in the amount of \$9,648.00 to Pureflow for power supplies was unanimously approved.

A Shirey/Garver motion to approve Purchase Order 2202091 in the amount of \$4,025.00 Phipps & Bird Inc for jar testing equipment was unanimously approved.

EXECUTIVE DIRECTOR'S REPORT:

Bubb's presented his written report.

Bubb gave an update on projects in progress.

Electric Ave bridge project in Armagh Township will not be relocated for now. No cost share needed.

Herto provided an update on the water line extension project along SR 333 Granville Township. The water line project is ready to bid, sewer portion is pending, and there are five (5) easements in process.

The Edgewood Estates waterline extension is complete and tested. Transfer documents are being processed.

The MCMA portion of the Forest Estates water service connection is complete. Owner finishing plumbing to complete the project.

Four hundred feet of water line has been installed on the Airport Road water line extension.

Correspondence from the Eads Group for the Lumber City Bridge project was presented for review. There may be a relocation of water main for the project. Bubb will evaluate options and the possibility of a PennDot cost share.

Bubb provided an update on the pending Wate Line Extension Agreement from Tom Matthews on Back Mountain Road, Rockville, Belleville. He would like to install approximately 3500' of water line to serve two customers. There are there (3) options being considered.

ENGINEER'S REPORT:

Buchart Horn:

Ward advised the Board he would be retiring effective June 1, 2024. Torquato and Segursky will provide ongoing support on open projects.

Ward presented his written report.

Ward updated the status on the SRBC mitigation plan, reporting no major issues. Bubb will continue to work with Armagh Township and Solicitor Searer on Easements and connection ordinances.

The water main replacement to Junita Terrance continues to move forward with no major issues.

Herbert, Rowland & Grubic

Garrigan provided a written report for the meeting.

A Griffith/Smeltz motion to approve Contract 23-100 Meter Reader Replacement Project Pay Application #5 in the amount of \$70,448.40 was unanimously approved.

Garrigan provided a summary of the March 14, 2024 bid opening results. The response to the project was favorable and the bid spread was within 10%. The results for the base bid, alternate number one and alternate number 2 were discussed. The low bid contractor on alternate number one, withdrew his bid. Garrigan is reviewing the written request and the initial report supports the bid withdraw based on the bid document language.

SOLICITOR'S REPORT:

Searer provided his written report.

Searer provided an update on easements in progress, reporting no issues.

OLD BUSINESS:

None

NEW BUSINESS:

A Parker/Garver motion to approve MCMA Water Revenue Bonds, Series 2021 Construction Fund Requisition 25-2022CF in the amount of \$155,210.50 was unanimously approved.

COMMITTEE REPORTS:

Property:

A revised bid summary was reviewed by the entire Board. The group discussed the funding of the building. The funding will be from the 2021 Construction Fund. Design specifics related to alternate number one were discussed. Bubb and Bagrosky provided details on the garage addition. The Committee supported the Alternate due to the overall low cost per square foot. Hassinger stated there would be additional costs for office furniture, site security, engineering administration and inspection fees that were included in the total project budget.

A Griffith/Smeltz motion to authorize the issuance of a Notice of Intent to Award for the Office Building and Maintenance Garage Base Bid after Engineering, Solicitor and MCMA review of bid package was approved 8-0 by a roll call vote: Bargo-Yes, Pecht-Yes, Garver-Yes, Shirey-Yes, Herto-Yes, Parker-Yes, Smeltz-Yes, Griffith-Yes.

A Griffith/Smeltz motion to authorize the issuance of a Notice of Intent to Award for Alternate Number 1 – Wash Bay, after Engineering, Solicitor and MCMA review of bid package was approved 8-0 by a roll call vote: Bargo-Yes, Pecht-Yes, Garver-Yes, Shirey-Yes, Herto-Yes, Parker-Yes, Smeltz-Yes, Griffith-Yes. There was no motion for Alternate Number 2 – Fencing; there will be no award.

A Garver/Shirey motion to move into executive session at 2:44 pm to discuss a disciplinary notice was unanimously approved.

The regular meeting reconvened at 2:49 pm.

CORRESPONDENCE:

A Griffith/Bargo motion to adjourn the meeting at 2:49 pm was unanimously approved.

Attested by:

Barry Bargo
Secretary