

MINUTES OF THE 04/17/2024 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.

<u>BOARD MEMBERS PRESENT:</u>	Bargo, Eckley, Griffith, Herto, Parker, Pecht, Shirey, Smeltz
<u>BOARD MEMBERS ABSENT:</u>	Garver
<u>BOARD MEMBERS LATE:</u>	None
<u>OTHERS PRESENT:</u>	Bubb, Castel, Hassinger, Searer, Torquato, Ward
<u>OTHERS ABSENT:</u>	None
<u>OTHERS LATE:</u>	None
<u>PUBLIC PRESENT:</u>	Thomas Walenchok, John Taylor, James Ritter – Baker Tilly (Via Zoom Meeting)

PUBLIC COMMENT:

Walenchok reviewed the 2023 financial statement opinions, responsibilities of Management for the Financial Statements, supplementary information and the Government Auditing Standards associated with the statement. He noted there were no material issues noted with the 2023 financial statements. He did note one (1) new requirement for the audit that is covered in Note #1. Ritter reviewed the capital additions and balance sheet details provided in the Management Discussion and Analysis of the report. He noted the year to year activity has no material variances to report.

Hassinger recommended approval of the 2023 audit and stated it is due to be finalized and reports issued by April 30, 2024 per the Trust Indenture.

READING OF THE MINUTES:

A Shirey/Smeltz motion was made to approve the 03/20/24 MCMA meeting minutes. The motion passed unanimously.

TREASURER'S REPORT:

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

BUSINESS MANAGER'S REPORT:

Hassinger presented her written report.

Q1 2024 Charles Schwab account summary was provided for review.

McGowan Co quote for property insurance is due late April or early May. The proposal will only be considered if all RFP requirements are met and there are no delays or gaps in coverage. Renewal is June 2024.

Overtime and meter testing reports were provided for review.

The mobile read upgrade project continues. 3932 units completed to date.

The US Treasury State and Local Government Series (SLGS) transaction was completed by US Bank on 4/10/24.

The Budget Committee reviewed the data and rate scenarios provided by Keystone Alliance. Work continues to smooth the transition to meet the rate structure goals. The next Budget Committee meeting is scheduled for 5/9/24 to review the Keystone Alliance rate study progress.

AFSCME Council 13, District Council 86 was placed under the administratorship of the International Union.

The correspondence and a news article were provided for review.

The Business Managers was unanimously approved on an Eckley/Bargo motion.

WATER PRODUCTION MANAGER'S REPORT:

Castel presented his written report.

Castel provided an update on the SCADA upgrade progress. Two remote cell sites require hardware replacement. Bubb noted the ninety (90) day notice to Snyder to terminate the radio tower lease should be initiated.

Two chlorine analyzers are scheduled for replacement by the end of the month. Moyer will be on site for the Hawstone installation of the data logger.

Castel reported the spillway overflow peaked at 9.5" and is now 3.5" with recent rain event.

Levi Hartzler completed three (3) weeks at the CPI Apprenticeship training. No major issues. Training for the new jar testing equipment is complete. The equipment has been in use daily. The operating procedure is being finalized.

Filter media test samples were all within specification.

The test results for PFAS and EPA UCMR5 have all come back as non-detect.

All allocation reports have been completed and submitted for the Filter Plant and Hawstone.

A tour was hosted for Chester Water Authority & Primeozone. Chester is considering ozone treatment.

Dennis Soccio announced his retirement date, July 7, 2024.

A Parker/Shirey motion to accept the Water Production Manager report 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 has started in Armagh Township.

Belleville fire flows were completed. Low flow hydrants were identified and an updated map will be provided to the fire Chief.

The transfer documents for Olde Carriage Crossing and Edgewood estates have been completed and recorded.

An update on the Airport Road main extension was provided. The project is about 60% complete.

The MCIDC fire flow project will be reevaluated after the project on Loop Road is completed. This project may help with the fire flow issue.

The next project for 2024 will be the Gardenview main upgrade. The project will replace approximately 1,600' of main and add 4 new hydrants.

Bubb gave an update on the options of timbering the Treaster Valley tract. Pricing is down this year; no sale is recommended. The Forrester did recommend spraying for gypsy moths to preserve the timber standing. An Eckley/Griffith motion to approve a gypsy moth spray at \$45/acre on approximately 60 acres was unanimously approved.

ENGINEER'S REPORT:

Buchart Horn:

Ward presented his written report.

Ward updated the status on the Granville Township water main replacement. Seda-Cog is still not ready to bid the project. No action taken to authorize the solicitation for construction bids. Bubb reported a request was made to Seda-Cog to use existing pipe inventory for the project.

Ward provided a copy of the 2024 Annual Report. The report is a summary of the water system and financial activities for the year. A Bargo/Parker motion to approve the 2024 Annual Report was unanimously approved.

Herbert, Rowland & Grubic

Garrigan provided a written report for the meeting.

Bubb summarized the activity on the building project. The NPDES permit is pending. No action until the permit is received.

A Griffith/Eckley motion to approve Contract 23-100 Meter Reader Replacement Project Pay Application #6 in the amount of \$94,548.60 was unanimously approved.

A Shirey/Bargo motion to approve Contract 23-100 Meter Reader Replacement Project Change Order #1 for a time extension of ninety-two (92) days, was unanimously approved.

SOLICITOR'S REPORT:

Searer provided his written report.

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

A review of the insurance bid forms was completed. There were no issues.

Two (2) lien satisfactions were processed.

OLD BUSINESS:

None

NEW BUSINESS:

A Griffith/Bargo motion to approve MCMA Water Revenue Bonds, Series 2021 Construction Fund Requisition 26-2022CF in the amount of \$142,442.76 was unanimously approved.

A Smeltz/Eckley motion to approve the 2023 Financial Audit was unanimously approved.

COMMITTEE REPORTS:

Property:

Bubb reviewed the project schedule. He added Garrigan will provide an estimate on contract administration and inspection services for the project.

Budget:

Hassingier updated the Board on the presentation by David Busch at the Committee meeting. Six (6) different scenarios were provided to meet the goals of the project. Cash flow summaries and rate progression examples were provided. Work continues to refine rate scenario 6 to meet customer and budgetary goals. The next Committee meeting is scheduled for 5/9/24. Updates will be provided monthly.

An Eckley/Bargo motion to move into executive session at 2:13 pm to discuss real property was unanimously approved.

The regular meeting reconvened at 2:29 pm.

CORRESPONDENCE:

AUTHORITY

A Griffith/Eckley motion to adjourn the meeting at 2:29 pm was unanimously approved.

Attested by:

Barry Bargo
Secretary