

MINUTES OF THE 05/15/2024 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, Eckley, Garver, Griffith, Herto, Parker, Pecht, Shirey, Smeltz

BOARD MEMBERS ABSENT: None

BOARD MEMBERS LATE: None

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

OTHERS ABSENT: None

OTHERS LATE: None

PUBLIC PRESENT: Tony Willard – Kish Insurance

PUBLIC COMMENT:

Willard reviewed the MCMA 2024/2025 PIRMA insurance renewal. The renewal rate of \$73,582 reflects a change in property values from the updated industrial appraisal. Coverages, liability limits, auto coverages and deductibles were reviewed. Willard specifically pointed out the dam liability coverage for rupture, complete or partial structural failure for third party claims.

Hassinger noted the increase will be over the 2024 budgeted amount.

A Smelts/Parker motion to approve the 2024/2025 PIRMA insurance renewal in the amount of \$73,582 was unanimously approved.

READING OF THE MINUTES:

A Griffith/Shirey motion was made to approve the 04/17/24 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.

Account 101110000-6 Randall J Chilcote/Dealer's Choice request for a management response to an exception to Rates & Rules - Meter Access, was reviewed. The meter has been built in by the owner and it would be difficult to access the meter without moving shelves and flooring. The request was reviewed by the Board and there is no exception to Rates and Rules granted for this request.

Account 064152905-3 Nicholas A Bailey requested an exemption to metered consumption. A letter and photo of the water line was reviewed. The customer account did not meet the criteria for exemption and there is no exception to Rates and Rules granted for this request.

The Conrad Siegel Q1 2024 account summary report was included for review.

Monthly overtime and meter test reports were included for review.

All reporting requirements for the annual financial and Engineer's report have been completed.

An update on the meter project was provided. 4,784 customer accounts have been completed. A letter has been issued to customers who have not responded to multiple attempts to access the meter for the maintenance.

The Business Managers was unanimously approved on a Bargo/Garver motion.

WATER PRODUCTION MANAGER'S REPORT:

Castel presented his written report.

An update on the SCADA project was provided. Work continues with no major issues.

Castel is working on quotes to refurbish the filter plant flooring.

The chlorine analyzer replacement at Hawstone has provided a 50% decrease in lost water.

Castel continues to work on the lone worker device. This may be an option for a SCADA alarm.

The Source Water Protection Plan has been completed. Castel will work with DEP on implementation.

The Laurel Creek Filtration Plant received a "Commendable" rating from the most recent DEP filter plant performance evaluation. Castel will respond to DEP comments by 5/30/24.

The PA Department of Forestry started the spraying in Rothrock State Forest. No issues noted.

A Garver/Bargo motion to accept the Water Production Manager report was unanimously approved.

EXECUTIVE DIRECTOR'S REPORT:

Bubb's presented his written report.

An update to the Gypsy moth spray at the Treaster Valley property was provided. A hold on the spray was recommended this year due to the weather conditions. The cold, wet conditions will naturally take care of the gypsy moth population this year. Bubb recommended adding a budget item for 2025 to spray the 160-acre tract.

Bubb gave an update on projects in progress.

Electric Ave bridge project has started in Armagh Township. Confirmed with PENNDOT no water line relocation is required.

A preconstruction meeting will be held 5/16/24 for the Granville Township CDBG water line extension.

A possible water line expansion at Olde Carriage Crossing is being considered.

The connection at Forest Estates has been completed. The permit work is in progress with DEP there are no issues.

MCMA will complete the first phase of the 8" water line on Roundhouse Road to improve fire flow.

Approximately 1,100' of main line will be installed on Olympia Street and Elizabeth Street to connect to the existing line.

An update on the Airport Road main extension was provided. The project is complete and ready for service.

Bubb reviewed the option of extending service into the Copperfield development. He will send letters to the residents to see if there is any interest in water service.

A Garver/Parker motion to accept the Executive Director's report was unanimously approved.

ENGINEER'S REPORT:

Buchart Horn:

Ward presented his written report.

Ward advised this will be his last meeting. Segursky will be taking the lead roll for MCMA projects in progress.

Ward updated the status on the Granville Township water main replacement. Seda-Cog continues to review the bid package, approval pending.

Herbert, Rowland & Grubic:

Garrigan presented his written report.

Garrigan reviewed the updated office and maintenance building project. The NPDES permit was issued on April 22, 2024 and the Notice of Intent to Award was issued on April 23, 2024. All four contractors submitted the required contract documents. All documents were reviewed and accepted by HRG and the Solicitor.

Garrigan will coordinate the Notice to Proceed with the pre-construction meeting. June 7, 2024 is a tentative date for the meeting.

Garrigan reviewed the construction administration services and the Resident Project Representation (RPR) for the building construction project. The administration service is a lump sum of \$150,000 and covers the engineering services related to the project contract. The RPR fee range was \$175,000 to \$225,000. This range was established based on full time RPR inspection services. It may be revised to less hours on site when the building is out of the ground.

Garrigan provided an update on the meter reader replacement project and recommended payment #7.

A Griffith/Shirey motion to authorize Issuance of the Notice to Proceed for all prime contract associated with the Administration and Maintenance Building Project was unanimously approved.

A Parker/Garver motion to approve HRG's proposal for Construction Administration in the amount of \$150,000 and RPR services not to exceed \$225,000 was unanimously approved.

A Garver/Eckley motion to approve pay application #7 for Contract #23-100 in the amount of \$103,080.60 was unanimously approved.

SOLICITOR'S REPORT:

Searer provided his written report.

All documents have been recorded for Edgewood Estates and Old Carriage Crossing main extensions.

Searer advised on a letter to the Snyder's regarding the current lease agreement. Hassinger reported a consultant with Snyder has been in touch and will issue a letter regarding terminating the agreement early.

Searer provided an update on the Sunshine Law regarding changes to public meeting agendas. The State Supreme Court will hear a case that will provide guidance on meeting agenda changes.

A Smeltz/Bargo motion to accept the Solicitor's report was unanimously approved.

OLD BUSINESS:

None

NEW BUSINESS:

A Griffith/Shirey motion to approve MCMA Water Revenue Bonds, Series 2021 Construction Fund Requisition 27-2022CF in the amount of \$270,637.03 was unanimously approved.

COMMITTEE REPORTS:

Budget:

Hassingier updated the Board on the rate study progress to date. She reviewed the goals and the scenario progression leading up to the most recent committee meeting. Two rate scenarios were evaluated that meet revenue and capital improvement goals. The final scenario will be analyzed further and be discussed that the next committee meeting scheduled for June 12, 2024. Updates will be provided monthly.

CORRESPONDENCE:

None

An Eckley/Shirey motion to adjourn the meeting at 2:24 pm was unanimously approved.

Attested by:

Barry Bargo
Secretary