

## MINUTES OF MUNICIPAL AUTHORITY OF BUFFALO TOWNSHIP

### OCTOBER 23, 2018 REGULAR MONTHLY MEETING

PRESENT: John Haven, Richard Healey, Patrick Reitz, Cynthia Braden, Matt Sprung, Authority Manager  
Kristy Donaldson, Billing Clerk Jaime Ericsson.

1. The October 23, 2018, regular monthly meeting of the Municipal Authority of Buffalo Township was called to order by Chairperson John Haven at 7:00 p.m.
2. John Haven noted the change in meeting date was due to no quorum on October 18, 2018.
3. John Haven stated that the meeting was being recorded and requested that if anyone in the audience is taping the meeting to please state their name and address.
4. John Haven led in the Pledge of Allegiance to the Flag.
5. Approval of the minutes of the September 20, 2018, regular monthly meeting: A motion was made by Richard Healey, seconded by Cynthia Braden, to approve the minutes of the September 20, 2018, regular monthly meeting. The motion passed unanimously.
6. Open to the floor:
7. Treasurer's Report:
  - a. Financial Report for September 2018: The Treasurer's report for September 2018 was presented. A motion was made by Patrick Reitz, seconded by Richard Healey, to approve the Treasurer's report for September 2018. The motion passed unanimously.
  - b. Invoices: The Board reviewed the list of monthly bills for approval as of October 23, 2018. A motion was made by Cynthia Braden, seconded by Patrick Reitz, to pay the invoices as listed and presented by the Treasurer. The motion passed unanimously.
8. Manager's Report (presented by Kristy Donaldson):
  - a. The letter from the Commonwealth Financing Authority regarding the Sarver Road Waterline Extension grant was presented to the Board. Suggestions were made to contact the Commonwealth Financing Authority to further understand why a grant was not awarded and what happens to the grant money that is forfeited due to projects not being fully funded. The Board agreed that further options should be evaluated to fund this project, including determining the cost of the project per household.
  - b. The truck at the STP was removed and the generator was prepared for an inspection by Cummins.
  - c. The title for the truck at the STP needs to be transferred. Kristy Donaldson requested authorization from the Board to transfer vehicle titles on behalf of the Authority. A motion was made by Cynthia Braden to grant Kristy Donaldson the authority to transfer vehicle titles on behalf of the Authority. The motion was seconded by Richard Healey, and the motion passed unanimously.
  - d. Twin Oaks Development – The outstanding invoice balance has been paid in full. There is currently no escrow money available and no additional agreements in place. The developer and builder are currently determining who is responsible for tapping fees.
  - e. Sarver's Mill Phase 3B – The Meritage Group has requested for the Authority to reduce the bonding to a Maintenance Bond and take ownership of the water and sewer facilities within this phase. All punch list items were completed and inspected. A motion was made by Richard Healey to reduce the bonding for Sarver's Mill Phase 3B to an 18-month Maintenance Bond and take ownership of the water and sewage facilities within this phase. The motion was seconded by Cynthia Braden. The motion passed unanimously.
  - f. A payment agreement was negotiated with the Phillippi's. At this point, the Authority should consider holding off on taking the property to Sheriff Sale.
9. Solicitor's Report (presented by Kristy Donaldson):
  - a. The Resolution for the Declaration of Taking of 0.631 acres of the Huff property to stabilize the hillside at the STP was presented for approval to the Board. Kristy Donaldson stated that

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she tried to contact Mr. Huff to further resolve this issue, but he did not return her phone call. A motion was made by Patrick Reitz to approve the Resolution and seconded by Richard Healey. The motion passed unanimously.

### 10. Engineer's Report:

### 11. Old Business:

- a. Kristy Donaldson informed the Board that the Sludge Hauling and Disposal bid documents for the STP are currently being reviewed.

### 12. New Business:

- a. Kristy Donaldson provided information on capacity, specifically the WTP. The bulk water agreement with South Buffalo Township was reviewed. The Board agreed that an in-house feasibility study of the WTP should be conducted.

### 13. Adjournment: A motion was made by Richard Healey to end the Regular Monthly Meeting at 7:47 p.m., and was seconded by Cynthia Braden. The motion passed unanimously.