

## MINUTES OF MUNICIPAL AUTHORITY OF BUFFALO TOWNSHIP

### JUNE 20, 2019 REGULAR MONTHLY MEETING

PRESENT: John Haven, Chairperson; Eric Smith, Secretary; Richard Healey, Assistant Secretary/Treasurer; Patrick Reitz, Treasurer; Matt Sprung, Engineer; Michael Hnath, Solicitor; Kristy Donaldson, Manager; Jaime Ericsson, Billing Clerk/Recording Secretary.

1. The June 20, 2019, 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 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.
3. John Haven led in the Pledge of Allegiance to the Flag.
4. Approval of the minutes of the May 16, 2019, regular monthly meeting: A motion was made by Richard Healey, seconded by Eric Smith, to approve the minutes of the May 16, 2019, regular monthly meeting. The motion passed unanimously.
5. Open to the floor: Rosemarie Ciaccio, 114 Twin Oaks Drive, was in attendance to express her interest in completing the Authority Board term vacated by Cynthia Braden.
6. Treasurer's Report:
  - a. Financial Report for May 2019: The Treasurer's report for May 2019 was presented. A motion was made by Patrick Reitz, seconded by Richard Healey, to approve the Treasurer's report for May 2019. The motion passed unanimously.
  - b. Invoices: The Board reviewed the list of monthly bills for approval as of June 20, 2019. A motion was made by Eric Smith, seconded by Richard Healey, to pay the invoices as listed and presented by the Treasurer. The motion passed unanimously.
7. Manager's Report: (presented by Kristy Donaldson):
  - a. Miscellaneous Updates – the following items were discussed:
    - i. 2018 Financial Audit – final audit is forthcoming
    - ii. Annual Workman's Compensation Inspection – completed June 4<sup>th</sup> at the water plant.
  - b. Operational Updates – the following items were discussed:
    - i. The Market Street paving bid was cancelled because we were able to solicit three bids; however, the bulk treatment chemical bid is moving forward. The lowest bid for Market Street paving was from BCIV Trenching. Eric Smith made the motion to accept the bid from BCIV Trenching for the Market Street paving. The motion was seconded by Richard Healey and passed unanimously.
    - ii. Market Street sustained two line breaks on June 14<sup>th</sup>. Market Street line replacement was discussed.
    - iii. The water treatment plant has been susceptible to electrical issues. Mark Reynolds and Pete Buss from GTE were at the plant on June 4<sup>th</sup> to investigate.
8. Solicitor's Report: (presented by Michael Hnath)
  - a. The COSTARS agreement and terms of conditions were reviewed to determine if the contract with Schaedler Yesco for the generator was acceptable. Contact was made to the representative of COSTARS for clarification of the requirements for vendors participating in the COSTARS program. Michael Hnath suggested for Kristy Donaldson to solicit more bids from other vendors.
9. Engineer's Report: (presented by Matt Sprung)
  - a. The subcontractor will be onsite to complete core drilling for the Laneville generator pad.
10. Old Business:
  - a. Laneville Generator – Matt Sprung and Michael Hnath reported that the right-of-way from Freeport Borough was approved by council and will need recorded. Eric Smith made the

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motion to allow the purchase of the generator for up to \$60,000.00 with acceptable terms and conditions. The motion was seconded by Patrick Reitz and passed unanimously.

- b. HARSCO – Kristy Donaldson presented to the Board a counter-offer from HARSCO. They are proposing the final payment of the tapping fee be based on 80,000 gallons per day; penalty for late payment reduced from 10% to 5%; contract terms of 2 years instead of 4 years. A motion was requested by John Haven to accept the counter offer proposed by HARSCO. No motion was made.
- c. Board Vacancy – A motion was made by Richard Healey to recommend the appointment of Rosemarie Ciaccio to the Authority Board. The motion was seconded by Eric Smith and passed unanimously. John Haven stated he would draft a letter for submittal to the Township Supervisors.

### 11. New Business:

- 12. Executive Session: The regular monthly meeting entered into an executive session at 7:52 p.m., to discuss personnel matters. The executive session ended at 8:03 p.m.
- 13. Adjournment: Eric Smith made the motion to adjourn the meeting at 8:06 p.m. The motion was seconded by Richard Healey and passed unanimously.