

MINUTES OF MUNICIPAL AUTHORITY OF BUFFALO TOWNSHIP

JUNE 18, 2020 REGULAR MONTHLY MEETING

PRESENT: John Haven, Chairperson; Rosemarie Ciaccio, Vice-Chairperson; Eric Smith, Secretary; Patrick Reitz, Treasurer; Richard Healey, Assistant Secretary/Treasurer; Matt Sprung, Engineer; Michael Hnath, Solicitor; Kristy Donaldson, Manager.

1. The June 18, 2020, 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 Allegiance to the Flag.
4. Approval of the minutes of the May 21, 2020, regular monthly meeting: A motion was made by Patrick Reitz, seconded by Richard Healey, to approve the minutes of the May 21, 2020, regular monthly meeting. The motion passed unanimously.
5. Open to the floor:
6. Treasurer's Report:
 - a. Financial Report for May 2020: The Treasurer's report for May 2020 was presented. A motion was made by Eric Smith, seconded by Patrick Reitz, to approve the Treasurer's report for May 2020. The motion passed unanimously.
 - b. Invoices: The Board reviewed the list of monthly bills for approval as of June 18, 2020. A motion was made by Richard Healey and Patrick Reitz to approve payment of the monthly bills. The motion was seconded by Rosemarie Ciaccio, and passed unanimously.
7. Manager's Report (presented by Kristy Donaldson):
 - a. The Buffalo Township Board of Supervisors approved the UAJSA Act 537 Resolution at their regular meeting on June 10th.
 - b. Certified payroll reports for Laneville are available upon request.
 - c. The Laneville Generator start-up scheduled for May 22nd was successful.
 - d. On the evening of May 22nd, there was a power outage in Freeport. Electric service to the water plant was knocked out but soon was restored. The SCADA system at the plant would not clear the alarm to restart. Vince and John tested everything from the electric service back through the plant and found an issue with the PALL PLC serial communications port. John and I called places and looked on the internet to find a PLC serial communications port. We finally located two ports in Pittsburgh. After the card was installed, PALL had to update the programming. The plant went back online after 20 hours. Going forward, the plan is to have an electrician perform an Arc Flash study and relay coordination study. After that is completed, we would like to have PALL come in and go through the PLC with us so we can determine the critical components and have them on the shelf, if needed. John Haven asked if there is surge protection at each station, which will be further investigated.
 - e. The contract laboratory provided notification on June 3rd, that the sub-contracted laboratory's QC failed for our TTHM analyses and they had no sample left to run. Unfortunately, it is a state drinking water regulation that the samples must be collected within a 5-day window; therefore, we are out of compliance. The contract laboratory was instructed to have the sub-contracted laboratory send a letter on business letterhead explaining what had happened. Also, the contract laboratory was asked to not send any more of our samples to this specific laboratory. We will be resampling so that we have numbers to use in our calculation for the running annual averages, but we will still be receiving a notice of violation from the PA DEP.
 - f. Tom Stehle, Chemist, visited the water treatment plant on June 5th. Treatment is optimized.
 - g. Heather Steiner with Sherwin Williams inspected some of our manholes on June 9th. She is working on setting up a product demonstration.
 - h. An update was provided on the most recent practices put in place for COVID-19.

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8. Solicitor's Report:
 - a. Michael Hnath reported that he reviewed the Developer's Agreements for Heritage Crossings and Twin Oaks PRD. 1 Phase 3, which are acceptable and will be further discussed this evening.
 - b. Michael Hnath indicated that he is still in contact with all parties involved with the Agreement for UAJSA but has not received any responses.
9. Engineer's Report:
 - a. Matt Sprung reported that all punch list items were done for the Laneville Generator and that Dave Lemmon (Inspector) and Vince were satisfied with the work that was completed.
10. Old Business:
 - a. Kristy Donaldson presented additional capital projects for consideration by the Board. For sewage, the following items and quotes were presented: UV Bulb Replacement at the plant, \$8,000.00; 356 Pump Station spare Flygt pump repair, \$15,500.00; Buffalo Trails spare pump assembly, \$14,195.00. Eric Smith made the motion to approve the three purchases in the dollar amounts presented. The motion was seconded by Rosemarie Ciaccio, and passed unanimously. For water, the following items/projects were presented: purchase of the PALL PLC communication serial ports, \$2,900.00; ARC Flash Coordination and Relay Study, \$10,500.00. Richard Healey made the motion to approve the purchase and project in the amounts presented. The motion was seconded by Eric Smith, and passed unanimously.
11. New Business:
 - a. Kristy Donaldson presented the request from John Allen to approve the Developer's Agreements for water and sewer construction in the proposed Twin Oaks PRD No. 1 Phase 3. There are some items still outstanding for this development including escrow deposit with the Authority, performance bonding, tapping fees, material specs submitted for review and approval or a letter on letterhead from the contractor stating that he is using the same materials from Phase 1. In addition, there have been reports of sewer backups in Phase 1, which need to be investigated and corrected. Richard Healey made the motion to approve the water and sewer Developer's Agreements for Twin Oaks PRD No. 1 Phase 3 contingent upon receipt of the outstanding items and correcting the sewer issue in Phase 1. The motion was seconded by Eric Smith, and was approved unanimously.
 - b. Kristy Donaldson presented the request from Weaver Homes to approve the Developer's Agreements for water and sewer construction in the proposed Heritage Crossings development. There are some items outstanding for this development including submission and approval of the construction materials, performance bonding, tapping fees. Eric Smith made the motion to approve the water and sewer Developer's Agreements for Heritage Crossings contingent upon receipt of the outstanding items. The motion was seconded by Richard Healey, and passed unanimously.
12. Adjournment: A motion was made by Richard Healey to adjourn the regular monthly meeting. The motion was seconded by Eric Smith, and passed unanimously. The meeting adjourned at 7:51 p.m.