

MINUTES OF MUNICIPAL AUTHORITY OF BUFFALO TOWNSHIP

OCTOBER 17, 2019 REGULAR MONTHLY MEETING

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

ABSENT: Eric Smith & Rosemarie Ciaccio

1. The October 17, 2019, regular monthly meeting of the Municipal Authority of Buffalo Township was called to order by Chairperson John Haven at 7:03 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 September 19, 2019, regular monthly meeting: A motion was made by Richard Healey, seconded by Patrick Reitz, to approve the minutes of the September 19, 2019, regular monthly meeting. The motion passed unanimously.
5. Open to the floor:
6. Treasurer's Report:
 - a. Financial Report for September 2019: The Treasurer's report for September 2019 was presented. A motion was made by Patrick Reitz, seconded by Richard Healey, to approve the Treasurer's report for September 2019. The motion passed unanimously.
 - b. Invoices: The Board reviewed the list of monthly bills for approval as of October 17, 2019. A motion was made by Richard Healey to approve payment of the monthly bills. The motion was seconded by Patrick Reitz, and passed unanimously.
7. Manager's Report: (presented by Kristy Donaldson):
 - a. Bank Cards were presented for signature to all Board Members in attendance.
 - b. 100 Oak Drive – efforts to collect delinquent sewage bills has been unsuccessful; however, the Authority received a no lien letter request for a refinance of the property and a smoke and dye test. Loan is set to close October 18th and Authority should receive money for delinquent sewage bills.
 - c. Tom Stehle, Chemist, visited the water treatment plant on September 25th and reported that treatment is optimized.
 - d. Lead and copper monitoring is completed. 20 samples required to collect throughout the system depending on the potential of occurrence for lead. The 90th percentile reported to the state was <0.005 mg/L for lead and 0.077 mg/L for copper.
 - e. Employee Medical Benefits – Municipal Benefits Services held their annual meeting on September 24th. The benefits for the Authority increased by 1%.
 - f. Repairs to the trail road were completed September 20th.
8. Solicitor's Report: (presented by Michael Hnath)
 - a. The Authority tapping fees were reviewed and draft resolutions created. Contact was made to Harrison Township and UAJSA regarding their tapping fees for sewage and the 1989 Service Agreement between UAJSA, Harrison Township, Buffalo Township, and the Authority. All parties preliminary agreed (subject to Board approvals) that the Service Agreement should be amended to remove the 6% annual increase on capacity charged to the Authority's customers and change the capacity charge to the current charge of \$930.00, which Harrison Township charges its residents.

Note: discussion subsequent to the meeting noted the possible inclusion of Fawn Township as well.

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9. Engineer's Report: (presented by Ed Schmitt)
 - a. The contract with Merrit Electrical for the Laneville Generator project is being finalized as are the as-builts for the concrete pad.
 - b. The revised calculations for tapping fees in accordance with Act 57 were discussed.
10. Old Business
 - a. Tapping Fees – The discussion regarding the Authority's tapping fees were discussed. Kristy Donaldson explained the conversation she had with Brett Schultz of Weaver Homes and his request for an alternate pay schedule of tapping fees. She pointed out that tapping fees are due prior to construction of any planned development per the tap resolutions. The Board agreed that no changes in process will be made to accommodate the request and acknowledged that this request may need voted on at a future meeting. Mike Hnath advised to add Winfield Township to the new tapping fee schedules. Tapping fees for water was further discussed and the possibility for additional requests for capacity. Ed Schmitt suggested adding a time frame to the developer's agreement so that the capacity is being used within a fair amount of time. If a plant upgrade is necessary, it will be about 2 ½ years out because of design, permitting and construction. John Haven asked Ed about UAJSA's capacity. Ed stated that they are good and have no capacity limitations.
 - b. Freeport Trail Easement – the document for the easement was located. In accordance with the easement, the Authority has ingress and egress permission from the Township and is in agreement to maintain the road. Maintenance of the road was discussed.
11. New Business: No new business
12. Adjournment: Richard Healey made the motion to adjourn the meeting. The motion was seconded by Patrick Reitz, and the meeting adjourned at 8:10 p.m.