

MINUTES OF MUNICIPAL AUTHORITY OF BUFFALO TOWNSHIP

AUGUST 20, 2020 REGULAR MONTHLY MEETING

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

PRESENT VIA TELECONFERENCE: Patrick Reitz, Treasurer

1. The August 20, 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 of Allegiance to the Flag
4. Approval of the minutes of the July 16, 2020, regular monthly meeting: A motion was made by Richard Healey, and seconded by Eric Smith, to approve the minutes of the July 16, 2020, regular monthly meeting. The motion passed unanimously.
5. Open to the floor:
6. Treasurer's Report:
  - a. Financial Report for July 2020: The Treasurer's report for July 2020 was presented. A motion was made by Rosemarie Ciaccio, seconded by Richard Healey and Patrick Reitz, to approve the Treasurer's report for July 2020. The motion passed unanimously.
  - b. Invoices: The Board reviewed the list of monthly bills for approval as of August 20, 2020. A motion was made by Eric Smith 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. Administrative Updates
    - i. On July 20<sup>th</sup>, DEP invalidated the Tier 3 Violation due to the contract lab error for TTHM analysis.
    - ii. On August 6<sup>th</sup>, DEP performed an inspection of the sewage plant. There were no violations noted.
    - iii. Contact was made with Tim Kuhns, UAJSA, regarding the \$9.05 increase to each customer in Phase I/II sewage as a result of the construction associated with the LTCP. He stated that the increase will be at the end of construction and may be less because of grants. He said he won't know for sure until construction is almost completed.
    - iv. Board Member training has been rescheduled for Wednesday, September 30<sup>th</sup>.
    - v. The Financial Audit of the Authority was completed for 2019. The Management Letter was reviewed with the Board.
  - b. Operations Update
    - i. The field crew made the following repairs:
      1. July 21<sup>st</sup> – Leak in the 200 block of Primrose Drive
      2. July 25<sup>th</sup> – Service leak on Sunset Drive
      3. August 14<sup>th</sup> – Leak on Scenic View Drive
  - c. Residential Development Update
    - i. Heritage Crossings – first phase of sewage is completed; installation of water began on August 19<sup>th</sup>.
    - ii. Twin Oaks Phase I – final inspections have been completed. Punch list items will be forthcoming.
8. Open to the floor: Gary Myers of 315 Primrose Drive was present to thank the Board and Staff for improving the pressure on Primrose Drive.

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9. Solicitor's Report:
  - a. No formal report to present
  
10. Engineer's Report:
  - a. Matt Sprung discussed the issues with the inspection and installation of Twin Oaks Phase I sewage. To improve on Gibson-Thomas's end, the last inspector will always do the final walk through. In addition, a punch list will be created daily and be available in the event that a different inspector is sent to the site. A letter and punch list will be sent to Chuck Bauer for Phase I sewage.
  
11. Old Business:
  - a. Pete Buss was in attendance to discuss the list of items and cost that would be necessary to increase capacity at the water treatment plant. Funding for the capacity expansion was discussed, including consolidating bonds, bond auctions, or working with Public Financing groups at area banks. Since grant funding is very competitive, Michael Hnath asked if South Buffalo could be considered as a user. Matt Sprung indicated that he had spoken with Senator Pittman about our capacity expansion but John Haven will follow-up with him and ask him questions about available grants. Pete Buss suggested that the Authority start the permitting process for water allocation since the permitting process could take up to nine months. Mike Hnath suggested using Dave King for an appraiser since the Authority had used him in the past. Eric Smith made the motion to proceed with the water allocation permitting. Richard Healey seconded the motion, and the motion passed unanimously.
  
12. New Business:
  
13. 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 regular monthly meeting adjourned at 8:20 p.m.