

MINUTES OF MUNICIPAL AUTHORITY OF BUFFALO TOWNSHIP

MAY 21, 2020 REGULAR MONTHLY MEETING

PRESENT: John Haven, Chairperson; Rosemarie Ciaccio, Vice Chairperson; Richard Healey, Assistant Secretary/Treasurer; Michael Hnath, Solicitor; Kristy Donaldson, Manager

PRESENT VIA TELECONFERENCE: Eric Smith, Secretary; Patrick Reitz, Treasurer; Ed Schmitt, Engineer

1. The May 21, 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 April 16, 2020, regular monthly meeting: A motion was made by Richard Healey, and seconded by Rosemarie Ciaccio, to approve the minutes of the April 16, 2020, regular monthly meeting. The motion passed unanimously.
5. Open to the floor:
6. Treasurer's Report:
 - a. Financial Report for April 2020: The Treasurer's report for April 2020 was presented. A motion was made by Rosemarie Ciaccio, seconded by Richard Healey, to approve the Treasurer's report for April 2020. The motion passed unanimously.
 - b. Invoices: The Board reviewed the list of monthly bills for approval as of May 21, 2020. A motion was made by Rosemarie Ciaccio to approve payment of the monthly bills. The motion was seconded by Richard Healey, and passed unanimously
7. Manager's Report: (presented by Kristy Donaldson):
 - a. The financial interest forms are due.
 - b. Brett Renfro successfully completed his 90-day probation.
 - c. An update was provided on operations and delinquent accounts as a result of COVID-19.
 - d. Updates were provided on the following jobs completed by Operations:
 - i. Repaired water leak on Franklin Street, April 17th
 - ii. Investigated/Repaired issues at Buffalo Trails Pump Station as a result of a faulty sump pump, April 30th
 - iii. Completed inspection and repairs to manholes listed in the UAJSA LTCP.
8. Solicitor's Report: (presented by Michael Hnath)
 - a. UAJSA Act 537 Resolution – worked with Brian Farrington on what information the Buffalo Township Board of Supervisors will need to approve resolution.
9. Engineer's Report: (presented by Ed Schmitt)
 - a. The Laneville Generator start-up is scheduled for tomorrow, May 22nd.
10. Old Business:
 - a. Kristy Donaldson and Ed Schmitt informed the Board about the resolution needing adopted by the Township for UAJSA's Act 537 Plan. Kristy asked Ed when the \$9.05 per customer per month would be collected. Ed stated it would be at the end of the project but he will talk to Tim with UAJSA.
11. New Business:
 - a. Kristy Donaldson presented the current capital projects for water and sewage. She received a quote from Penn Fencing to fence around the new generator at Laneville. Richard Healey and Eric Smith made the motion to approve the quote from Penn Fencing for \$5,600.00. The motion was seconded by Rosemarie Ciaccio and passed unanimously. The next project presented was the pump rebuilds at the Buffalo Trails Pump Station. The estimated total

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amount for the project was \$12,600.00. The motion was made by Eric Smith to approve the \$12,600.00, for the Buffalo Trails pump rebuilds and was seconded by Rosemarie Ciaccio. The motion passed unanimously.

- b. Kristy Donaldson presented the current capital funds available for water and sewage. She requested that she be permitted to transfer money from the cash funds into the public money market capital funds so that more interest can be accrued. Richard Healey and Eric Smith made the motion to transfer \$300,000.00, from the General Cash Fund to the Water Public Money Market Capital Fund. The motion was seconded by Rosemarie Ciaccio and passed unanimously. Eric Smith made the motion to transfer \$1M, from the Sewage Phase 3 Cash Fund to the Sewage Public Money Market Capital Fund. 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 regular monthly meeting adjourned at 8:00 p.m.