

MINUTES OF MUNICIPAL AUTHORITY OF BUFFALO TOWNSHIP

SEPTEMBER 17, 2020 REGULAR MONTHLY MEETING

PRESENT: John Haven, Chairperson; Rosemarie Ciaccio, Vice Chairperson; Eric Smith, Secretary; Richard Healey, Assistant Secretary/Treasurer; Michael Hnath, Solicitor; Ed Schmitt, Engineer; Linda Stempkoski, Billing Clerk/Recording Secretary; Kristy Donaldson, Manager

PRESENT VIA TELECONFERENCE: Patrick Reitz, Treasurer

1. The September 17, 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 August 20, 2020, regular monthly meeting: A motion was made by Eric Smith, and seconded by Rosemarie Ciaccio, to approve the minutes of the August 20, 2020, regular monthly meeting. The motion passed unanimously.
5. Open to the floor: Kim Smith with Jack's Mobile Home Park was in attendance to present evidence and discuss an issue the park is having with a tenant stealing water and sewage service.
6. Treasurer's Report:
  - a. Financial Report for August 2020: The Treasurer's report for August 2020 was presented. A motion was made by Richard Healey, seconded by Rosemarie Ciaccio, to approve the Treasurer's report for August 2020. The motion passed unanimously.
  - b. Invoices: The Board reviewed the list of monthly bills for approval as of September 17, 2020. A motion was made by Eric Smith 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. Administrative Updates
    - i. The Financial Audit of the Authority for 2019 was presented during August's meeting. Since there were no questions regarding the audit, Richard Healey made the motion to approve the 2019 Financial Audit. Rosemarie Ciaccio seconded the motion, which passed unanimously.
    - ii. PMAA Board Member Training on September 30<sup>th</sup> is changed to a virtual meeting.
    - iii. Armstrong and Butler Counties remain under a Drought Watch. Information regarding water conservation and the drought watch is on the Authority's website.
    - iv. Tom Stehle, Chemist, visited the water treatment plant on September 8<sup>th</sup>. Treatment remains optimized.
  - b. Operations Update
    - i. The field crew made the following repairs:
      1. August 29<sup>th</sup> – Service Leak on Rambler Drive
      2. August 31<sup>st</sup> – Water Main Break on North Pike Road
    - ii. September 14<sup>th</sup> – pump issues at Laneville pump station.
  - c. Residential Development Update
    - i. Heritage Crossings – waterline was installed and passed pressure test. All sewage is in but not sure about air testing.
    - ii. Sarver's Mill Phase V – contacted them for As-Builts.
    - iii. Twin Oaks Phase I – our on-call field person was called for a leak on September 12<sup>th</sup>. The Authority doesn't have ownership of the lines yet so the contractor for R&W Estates was notified of the leak.

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8. Solicitor's Report:
  - a. No formal report to present
9. Engineer's Report:
  - a. No formal report to present
10. Old Business:
  - a. Water Treatment Plant Capacity Expansion – Mike Hnath, Kristy Donaldson and Ed Schmitt met at the water treatment plant to look at the property prior to the meeting. Ed Schmitt discussed current property constraints and presented his suggestion for additional land acquisition based on capacity expansion needs. Mike Hnath agreed to have a discussion with the Freeport Terminals. John Haven, Mike Hnath and Kristy Donaldson participated in a conference call on September 1<sup>st</sup> with Anthony Ditka, Dinsmore; Jay Wenger and John Hewlett, Susquehanna Group Advisors. The reason for the call was to discuss the current debt of the Authority, and the Authority's funding options for the capacity expansion. Anthony and Jay both agreed they could attend the next meeting in October.
11. New Business:
  - a. Kristy Donaldson presented a customer request to the Board for their consideration. Dale Hartzell, 114 Gray Avenue, is offering a monetary settlement of \$10,500.00 and to tap into the system under the Winfield Township Ordinance. A lien currently exists on the property. Once he is tapped, the lien can be released. The Board agreed to the monetary settlement and is giving Mr. Hartzell 60 days to tap.
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 8:07 p.m.