

MINUTES OF MUNICIPAL AUTHORITY OF BUFFALO TOWNSHIP

OCTOBER 15, 2020 REGULAR MONTHLY MEETING

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

ABSENT: Richard Healey, Assistant Secretary/Treasurer

1. The October 15, 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. Jay Wenger with Susquehanna Group Advisors, Inc., and Anthony Ditka with Dinsmore & Shohl LLP, were present to discuss the debt financing options of the Authority.
5. Approval of the minutes of the September 17, 2020, regular monthly meeting: A motion was made by Eric Smith, and seconded by Patrick Reitz, to approve the minutes of the September 17, 2020, regular monthly meeting. The motion passed unanimously.
6. Open to the floor:
7. Treasurer's Report:
  - a. Financial Report for September 2020: The Treasurer's report for September 2020 was presented. A motion was made by Patrick Reitz, seconded by Rosemarie Ciaccio, to approve the Treasurer's report for September 2020. The motion passed unanimously.
  - b. Invoices: The Board reviewed the list of monthly bills for approval as of October 15, 2020. A motion was made by Eric Smith to approve payment of the monthly bills. The motion was seconded by Patrick Reitz, and passed unanimously
8. Manager's Report: (presented by Kristy Donaldson):
  - a. 2021 Employee Benefits – open enrollment for employers started today. The benefits are administered through Municipal Benefits Services, which is a trust offering self-insured benefits. Participating in the trust pays dividends to the Authority and allows the Authority to offer both Highmark or UPMC to the employees. For 2021, the premium cost for medical decreased by ½% and the dental premium is the same as 2020.
  - b. A subpoena was received for a hearing on November 4<sup>th</sup>, regarding the theft of service issue that Kim Smith presented at last month's meeting.
9. Solicitor's Report:
  - a. Mike Hnath reported that he is in contact with Ed Schmitt for survey drawings of the water treatment plant. Once he has the drawings in hand, he will make arrangements to meet with a representative of the Freeport Terminals.
10. Engineer's Report:
  - a. Matt Sprung reported that both permit packages for the increase of water allocation at the plant and the allocation for the interconnect with Harrison Township were submitted to DEP.
11. Old Business:
  - a. Water Treatment Plant Capacity Expansion – Mike Hnath will contact Dave King to perform a land appraisal once he receives the survey from Ed Schmitt.
  - b. Kristy Donaldson provided an update to the Board regarding the Twin Oaks development.
  - c. Mike Hnath requested an update on the sewer tap for Dale Hartzell, which was presented at last month's meeting. Kristy Donaldson stated that Mr. Hartzell paid the settlement, tapped into the sewage and will have his meter set next week. Once the meter is set, she will send a request to Mike for release of the lien.

MINUTES OF MABT OCTOBER 15, 2020, MEETING

Page 2 of 2

- d. John Haven asked about the as-builts for Sarver's Mill Phase V. Kristy Donaldson stated that she has not received them yet.

12. New Business:

- a. Kristy Donaldson presented a quote from Dranch Environmental for new flow metering equipment at Bernie's and the connection of Winfield with Sarver. The quote in the amount of \$10,885.00, includes the equipment and installation. For \$50/month, the data will be real-time and available on a secure server. For Bernie's, this information will be used for billing and questions associated with flows. For the Winfield at Sarver connection, the information will be for flows and tracking I&I issues in Winfield. Currently, there are HACH flow meters installed, but the meters are no longer functioning. A quote from HACH was obtained for the meters only, which totaled \$8,625.64. John Haven made the motion to approve the purchase of flow metering equipment from Dranch Environmental in the amount of \$10,885.00 plus the \$50/month for data hosting. Eric Smith seconded the motion, which passed unanimously.
- b. Kristy Donaldson presented the Board with the "Authorization to Perform Preliminary Engineering" for the S.R. 356 Widening Project. Donaldson pointed out the project is preliminary and it's an 80/20 cost share, with the Authority responsible for 20% of the project, if the Authority's facilities are impacted. John Haven asked why it's the Authority's responsibility to pay 20%. Matt Sprung informed him that Penn Dot used to not pay anything. After the Board reviewed the plans and impact to the Authority's office, the Board agreed that parking would need to be considered.
- c. Kristy Donaldson shared the mapping for Cole Road's waterline. She stated that the listing agent for several parcels on that road was inquiring about water service. The line is a 2" line and is at capacity. She found a letter from 2006 between Don and the owner's agent regarding water and sewage to these lots. At that time, Don informed the owner that the line had limited capacity and that it would be the Developer's responsibility to pay for the upgrade. The Board agreed that this remains the same.

- 13. Adjournment: A motion was made by Patrick Reitz to adjourn the regular monthly meeting. The motion was seconded by Eric Smith and passed unanimously. The regular monthly meeting adjourned at 8:58 p.m.