

MINUTES OF THE 08/21/19 MEETING

A meeting of The Municipal Authority of the Borough of Lewistown was held at 70 Chestnut St., Lewistown, PA. The meeting was called to order by Chairman Marker at 1:00 p.m. The group recited the pledge of allegiance.

<u>BOARD MEMBERS PRESENT:</u>	Bargo, Laite, Marker, Parker, Rocco
<u>BOARD MEMBERS ABSENT:</u>	None
<u>BOARD MEMBERS LATE:</u>	None
<u>OTHERS PRESENT:</u>	Bubb, Hassinger, Searer
<u>OTHERS ABSENT:</u>	Ward, White
<u>OTHERS LATE:</u>	None
<u>PUBLIC PRESENT:</u>	None
<u>PUBLIC COMMENT:</u>	David Lytle, Conrad Siegel

David Lytle presented the Pension Plan annual review. He reviewed the breakdown of current investments, portfolio performance and investment expenses. He also discussed recommendations for fund changes based on monitoring and performance. A Laite/Rocco motion to accept the recommended changes and execute the annual review was approved.

READING OF THE MINUTES:

The minutes of the meeting 07/17/19 were approved unanimously on a Rocco/Laite motion.

TREASURER'S REPORT:

The Treasurer's report presented by Parker was approved unanimously after a Bargo/Laite motion.

OFFICE MANAGER'S REPORT:

Deanna presented a written report.

Tom Miller's request to refund his bill was discussed. The request was denied.

DVHT health insurance renewal is underway and any changes are due by October. Union negotiations are not expected to drive any major change.

The 2020 Minimum Municipal Obligation (MMO) calculation due by 9/30/19 was presented with an additional contribution of \$48,000. A Laite/Rocco motion to approve the 2020 MMO for \$59,738 and the additional contribution totaling \$107,738 was approved.

The Q2 2019 Quarterly Pension Plan Investment Summary was included for Board review.

The overtime report and meter testing report were attached for review.

John made initial contact with AFSCME contact Von Treas. Awaiting information to begin contract negotiations, contract expires 12/31/19.

Meeting with RBA to discuss disaster planning is scheduled for 8/22/19. During the initial stages of planning, current liability insurance coverage related to cyber security were reviewed. Tony Willard of Kish Insurance provided options from PIRMA/Travelers options if interested in a quote. Will update status monthly.

Draft RFP for a rate study submitted to Staff for review. PMAA convention networking for references and possible options will be explored.

The Apprenticeship (Filter Plant Operator) project was discussed in detail. MABL is working with Mifflin County Academy of Science and Technology to register with the State program. Grant money is available to help defer training costs. Union also needs to sign the contract. Monthly updates will be provided.

A complimentary registration, accommodations and flight were offered to a MABL employee to attend the One Water Conference in Austin TX, September 18th to 20th. Deanna will attend and be a representative to the Smaller Cities and Towns Delegation.

Nothing new to report this month on released employee status.

Nittany Office provided a quote of \$135 for ten (10) chairs. A sample is ordered.

OPERATIONS MANAGER REPORT:

Tom was attending a conference on corrosion control and accepting MABL's 12th consecutive year Water Optimization Award, Craig presented Tom's written report.

An update on the Seaquest corrosion control was discussed. Tom is working with Herb Spencer to discuss the chemical change and possible options for performance improvement.

The ozone system is working with the SCADA system and the notice of substantial completion has been issued.

An update on the SRBC test plan for McCoy well 1 & 2 was discussed. The list of comments from SRBC will be reviewed by Staff and Uni-Tec with a response issued to address the test plan items. Testing plan for the Milroy well is scheduled for the upcoming quarter. Cooperation efforts for testing requirements with neighboring wells were discussed.

First set of catwalks have been installed and working well. A Laite/Bargo motion to approve purchase of the second set of catwalks for \$18,726 was approved.

A Laite/Rocco motion to conditionally approve the final payment on the ozone system, if requested prior to next Board meeting, was approved.

The 20" water line project is going well. The Crew is about 2 weeks ahead of schedule and the project should be completed within a week. The main will be filled and tested. Next step will be to connect to existing main and transfer customer service lines.

A Parker/Bargo motion to purchase a capital budget item, Spectrophotometer in the amount of \$3,222.80 was approved.

EXECUTIVE DIRECTOR'S REPORT:

Craig gave an update on the final stages of the timber project, road restoration and bridge removal.

The Market St, S Main St bridge and Freedom Ave bridge projects were updated. No major issues.

The Tri Valley Properties LLC (Derry Heights) water line extension was discussed. There are issues with grant funds associated with the gas company lines and the main extension that could cause delays. A Bargo/Parker motion to approve the Water Line Extension Application as submitted was approved.

The tank mixer is working well. Chlorine residual is consistent. A Laite/Rocco motion to purchase a mixer for the Rockville tank was approved.

Craig gave an update on the Maintenance Mechanic position. Andrew Boozel accepted the position. The assignment will be effective after Labor Day. A job opening notice for a Filter Plant Operator will be posted.

Craig discussed options to provide enhanced fire flow protection at the MCIDC Industrial complex.

Discussion will continue with Nick Felice and updates provided.

ENGINEER'S REPORT:

Pat was not present.

SOLICITOR'S REPORT:

Tim's presented his written report.

CPAC legal documents are complete.

Centre Lime & Stone easement and dedication documents were delivered for signatures.

Valley View Water Line Extension Agreement was delivered for signatures.

The Schreffler municipal lien has been filed and delivered to MABL.

Tim will contact Dick Gingerich, attorney for Tom Miller, to finalize the easement and dedication documents related to the line in Taylor Park, Brown Township.

Tim updated the status and work done regarding the Thomas property near Ard's Ridge. Work will continue to resolve MABL responsibility, if any, on road maintenance.

Craig provided details on four (4) trees on the Ard's Ridge property that will be cut down. A letter to adjacent property owners to address the cutting, property access and MABL release of liability will be generated by Tim. A Laite/Bargo motion approved the request.

OLD BUSINESS:

Jeff Rocco inquired about the released employee status. The employee was released on July 5, 2019 as discussed with the Board and there has been no major activity since that date. It is Deanna's understanding the worker is receiving pay from Worker's Compensation carrier.

COMMITTEE REPORTS:

None

NEW BUSINESS:

A Parker/Laite motion to execute the Boenning & Scattergood disclosure, MSRB Rule G-17, was approved. Craig provided an update and discussion related to the initial inquiry about providing water service to Allensville. The upgrades to MABL infrastructure as well as specifics needed to provide water service were discussed. Updates on any further inquiries from Allensville will be provided.

CORRESPONDENCE:

AUTHORITY

The meeting adjourned at 4:05 p.m. on a Rocco/Laite motion.

Attested by:

Barry Bargo
Secretary

Cc: Borough Manager (email)