

MINUTES OF THE 11/20/19 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 Laite at 1:00 p.m. The group recited the pledge of allegiance.

BOARD MEMBERS PRESENT: Bargo, Laite, Parker, Rocco, Walter

BOARD MEMBERS ABSENT: None

BOARD MEMBERS LATE: None

OTHERS PRESENT: Bubb, Hassinger, Searer, Ward, White

OTHERS ABSENT: None

OTHERS LATE: None

PUBLIC PRESENT: None

PUBLIC COMMENT:

READING OF THE MINUTES:

The minutes of the meeting 10/16/19 were approved unanimously on a Rocco/Parker motion.

TREASURER'S REPORT:

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

OFFICE MANAGER'S REPORT:

Hassinger presented her written report.

Hartman Group Worker's Comp renewal for 2020 for \$50,996 was reviewed. A Rocco/Parker to accept the renewal was unanimously approved.

The Q3 Conrad Siegel Investment report and annual privacy and material changes notice were presented for review.

A Bargo/Rocco motion to approve the Tentative Agreement and Apprentice Program Letter of Agreement was unanimously approved.

The monthly overtime and meter test reports were presented for review.

An update on the cyber security project with RBA was provided. Deanna will continue to work with RBA to include monthly monitoring options to utilize the maintenance contract hours. A final decision should be made in December.

The rate study is underway with Uni-Tec, Garrett Stoy. Providing support and data as needed.

The Apprentice project is moving forward. The work flow process has been submitted to MCAST. Our target for December meeting presentation will push out to January.

An update on the open position applicants for the Filter Plant Operator was provided. Tom White updated the Board on the decision of a current operator to remain at the Filter Plant. The qualified applicants will still be interviewed. This does leave an open position of Mechanic that could be published at CareerLink. The job description will be reviewed and Staff will move forward with the position.

The PLIGIT PCard annual rebate in the amount of \$174.62 was attached for informational purposes.

OPERATIONS MANAGER

White presented his written report.

Work continues to replace SCADA system PLC's.

An update on the Seaquest corrosion control based on conversations with Herb Spencer were discussed in detail. An official report on his findings and recommendations is forthcoming.

Awaiting the hydrogeologist report on the Milroy well testing completed for SRBC.

Awaiting delivery of the second set of catwalks.

Ordered three (3) more Beck actuators to replace Auma actuators. Beck actuators are working well, built solid. The motors are guaranteed for life.

The safety committee completed the annual committee certification and received state approval.

EXECUTIVE DIRECTOR'S REPORT

Bubb gave an update on the timber sale. The contract can be closed and the security bond can be returned. An update on the 4th St from Hoss Dr to Water street paving project for 2021 was provided. MABL will work with Uni-Tec to process the PA DOT highway occupancy permit.

Paving projects for Valley St and Market St were also discussed for 2022 and 2023.

The work at Freedom Ave bridge and Potlicker 20" main has been completed. MABL will evaluate a 2021 project to replace the 20" from Hartman Center to Electric Ave to complete the maintenance on the 20" transmission main.

Tri Valley Properties, LLC (Kish Bank) - an amendment to the Water Line Extension Agreement was presented. A Parker/Rocco to accept the amendment to the Agreement was unanimously approved.

Craig gave an update on the grant to extend the water line from CPA toward the E Belleville tank to connect existing infrastructure.

The second tank mixer will be ordered for the Rockville Tank at \$8070, approved as a capital purchase.

Matthew Fisher was nominated as employee of the month.

Craig discussed a water main extension approximately 750' of 2" water line to service N Walnut St to Country Ln. Craig will work with Derry Township on enforcement of a mandatory connection. A Rocco/Parker motion to approve the line passed unanimously.

ENGINEER'S REPORT

Ward presented his written report and updated current projects.

The Oak Ridge Pump station is under design and permitting will be provided.

Pat reviewed the details of the DCED CFA grant. The project is estimated at \$500,000 with a MABL match of \$77,000. A Parker/Rocco motion to approve the CFA Grant Resolution 1-2019 was unanimously approved.

The rate study is moving forward.

The drought contingency plan has been reviewed by MABL staff and Uni-Tec will submit to DEP for review.

SOLICITOR'S REPORT

Searer presented his written report

Updates on current agreements were provided. No major issues.

OLD BUSINESS

NONE

NEW BUSINESS

A 1998 BRIF Requisition # 2019-11 fund transfer in the amount of \$148,315.44 was unanimously approved after a Bargo/Parker motion.

A 1998 BRIF Requisition # 2019-12 in the amount of \$11,983.02 was unanimously approved after a Rocco/Parker motion.

The MCIDC/Trinity water line extension was discussed. A project meeting will be scheduled to find the best solution for the unique situation. Bubb will provide updates.

The MCIDC main gate master meters being replaced with a 6" master meter was discussed. Cost share and details for the project will be updated monthly.

COMMITTEE REPORTS

Budget/Personnel committee will present final budget in December for final review and approval. No issues anticipated. Projection for a 0% rate increase.

Executive session to discuss personnel items, Board members only.

In at 2:54 pm. The meeting reconvened at 3:10 pm.

A Rocco/Bargo motion to approve the 2020 salary increase at 2.75% for MABL Staff and \$2.39/hr for Fisher, Office Clerk, with a merit fund of \$5,082.44 was unanimously approved.

Bubb provided the 2020 PMAA training schedule and the annual conference will be held at Hershey 8/30/20 through 9/2/20. He also provided an update on house bills and laws that have recently been presented and approved.

A Rocco/Bargo motion to authorize Bubb to present a MABL recommendation for another Board 5-year term appointment for Mel Parker to the Lewistown Borough Council was unanimously approved.

CORRESPONDENCE

PA PUC – COMMENDATION MABL EMPLOYEES
MABL CORRESPONDENCE – SASE ERJAVEC
MABL CORRESPONDENCE – DAVE HOCKENBERRY
AUTHORITY

The meeting adjourned at 3:15 p.m. on a Rocco/Parker motion.

Attested by:

Barry Bargo
Secretary