

MINUTES OF MUNICIPAL AUTHORITY OF BUFFALO TOWNSHIP

JANUARY 20, 2022, REGULAR MONTHLY MEETING

PRESENT: John Haven, Chairperson; Eric Smith, Vice-Chairperson; Richard Healey, Treasurer; Patrick Reitz, Secretary; Ed Schmitt, Engineer; Michael Hnath, Solicitor; Kristy Donaldson, Manager

VIA PHONE: Gary Risch, Sr., Assistant Secretary/Treasurer

1. The January 20, 2022, regular monthly meeting of the Municipal Authority of Buffalo Township was called to order by Chairperson John Haven at 7:10 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. Approval of the minutes of the December 15, 2021, regular monthly meeting: A motion was made by Richard Healey, and seconded by Patrick Reitz, to approve the minutes of the December 15, 2021, regular monthly meeting. The motion passed unanimously.
4. Open to the floor: Mike Panza, 110 Kimberly Drive, asked for an update on any discussion last meeting related to the Sarver Road waterline extension. Kristy Donaldson stated that there was really no discussion on the project except that Gibson-Thomas was looking into setting up a meeting with PennVEST to discuss funding.
5. Treasurer's Report:
  - a. Financial Report for December 2021: The Treasurer's Report for December 2021 was presented. A motion was made by Patrick Reitz, seconded by Richard Healey, to approve the Treasurer's Report for December 2021. The motion passed unanimously.
  - b. Invoices: The Board reviewed the list of monthly bills for approval as of January 20, 2022. A motion was made by Eric Smith to approve payment of the monthly bills. The motion was seconded by Richard Healey, which passed unanimously.
6. Manager's Report (presented by Kristy Donaldson):
  - a. The Resolution for adopting Michael Hnath's 2022 rate increase and fee schedule was presented. Eric Smith made the motion to add the rate increase and fee schedule to the meeting agenda, which was seconded by Patrick Reitz. Patrick Reitz made the motion to accept the rate increase and fee schedule, which was seconded by Eric Smith and passed unanimously. (Resolution 2022-01)
  - b. PMAA's Board Member Training will be in person this year on Friday, March 18<sup>th</sup>, in Cranberry Township.
  - c. The annual Ethics Forms are due by May 1<sup>st</sup>.
  - d. The revised Employee Health & Safety Plan for COVID-19 was presented. The only changes made were the addition of the new CDC guidelines for quarantine and isolation. Richard Healey made the motion to approve the revision to the COVID -19 policy. Patrick Reitz seconded the motion, and the motion passed unanimously. John Haven asked if there are any COVID-19 test kits on hand? Kristy Donaldson stated that there are no test kits, but we have an agreement with Med Express in Tarentum through their Work Health program to send any employee at any time for a rapid test. Patrick Reitz suggested getting PCR Covid-19 tests and asking Med Express for the PCR test if sending an employee. John Haven asked about the leak on 4<sup>th</sup> Street that the crew repaired on January 19<sup>th</sup>.
7. Solicitor's Report:
  - a. Michael Hnath provided an update on the land acquisition from the Freeport Terminals for the water plant expansion. There is an agreement in place; therefore, the subdivision and land acquisition is in progress, which should be completed in a couple of months. John Haven asked Michael Hnath about the Winfield grinder pump issue that was discussed at December's meeting. Michael Hnath indicated that he is still reviewing the paperwork.

8. Engineer's Report:
  - a. Ed Schmitt provided an update on the replacement of the Freeport Terminal's emergency boat ramp. The slope of the ramp was the hold up on the agreement; however, this has been worked out with the Terminals. The ramp will be included in the project costs for the water plant expansion. John Haven asked what the cost for the permitting is and if the Authority would be responsible for the cost? Ed Schmitt stated that the Authority would be responsible for the cost but it isn't significant.
  - b. Ed Schmitt discussed the meeting with PennVEST and Lisa Cote, the new regional contact for PennVEST. Before a meeting could be scheduled, a questionnaire had to be completed and submitted. The goal is to get the best deal for all of the projects: water plant expansion, various waterline replacement projects throughout Freeport Borough, the additional transmission line from Laneville to Sunset Drive and the Sarver Road waterline extension. Combining projects and having the projects in more than one municipality may help the cause. The permit for the water plant, which is 6-8 months out, may be the hold up for determining PennVEST's decision. John Haven asked that since the water plant is in Armstrong County, is it possible to get Armstrong County interest rates for the loan? Ed Schmitt replied that the Authority might get the Armstrong County interest rate. John Haven asked if there is any current grant money through DCED. Kristy Donaldson replied that no programs are currently open. Kristy Donaldson asked what is the current availability of pipe and materials. Ed Schmitt replied that he currently has some projects on hold because they can't get the pipe. Barb Panza asked if the money is approved, what is the timeframe for spending? Ed Schmitt replied that construction could start withing 30-60 days. Barb Panza asked that if getting pipe and materials postpones the project, will PennVEST pull the funding? Ed Schmitt replied that this would not cause an issue for PennVEST. Mike Panza asked that if the current grant money is for replacing lead pipes, then why can't the fact that some of the residents have arsenic in their well water be considered? Ed Schmitt suggested that the results of the well water testing be forwarded to the Authority because this can be used to support the need for funding of the waterline extension.
9. Old Business:
  - a. No Old Business to report.
10. New Business:
  - a. No New Business to report.
11. Adjournment: Richard Healey made the motion to adjourn the regular monthly meeting. Eric Smith seconded the motion, which passed unanimously. The regular monthly meeting ended at 8:01 p.m.