

MINUTES OF MUNICIPAL AUTHORITY OF BUFFALO TOWNSHIP

DECEMBER 15, 2021 REGULAR MONTHLY MEETING

PRESENT: John Haven, Chairperson; Rosemarie Ciaccio, Vice-Chairperson; Patrick Reitz, Treasurer; Richard Healey, Assistant Secretary/Treasurer; Matt Sprung, Engineer; Kristy Donaldson, Manager

VIA PHONE: Michael Hnath, Solicitor

ABSENT: Eric Smith, Secretary

1. The December 15, 2021, regular monthly meeting of the Municipal Authority of Buffalo Township was called to order by Chairperson John Haven at 7:02 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 November 18, 2021, regular monthly meeting: A motion was made by Richard Healey, and seconded by Rosemarie Ciaccio, to approve the minutes of the November 18, 2021, regular monthly meeting. The motion passed unanimously.
5. Open to the floor:
6. Treasurer's Report:
  - a. Financial Report for November 2021: The Treasurer's Report for November 2021 was presented. Kristy Donaldson pointed out that the funds from the Building Loan account were transferred to the Phase I/II account to pay the balloon payment for the office building loan. The Building Loan account has been closed. A motion was made by Patrick Reitz, seconded by Rosemarie Ciaccio, to approve the Treasurer's Report for November 2021. The motion passed unanimously.
  - b. Invoices: The Board reviewed the list of monthly bills for approval as of December 15, 2021. A motion was made by Rosemarie Ciaccio to approve payment of the monthly bills. The motion was seconded by Richard Healey and Patrick Reitz, which passed unanimously.
7. Manager's Report (presented by Kristy Donaldson):
  - a. The vacant utility position was offered and accepted by Devin Seaholm. Devin is currently employed as a Public Works Employee with Hyde Park. He will start in a couple of weeks.
  - b. The documents provided by Mark Gordon at the last meeting are being revised.
  - c. A discussion took place regarding the Tribune Review article from December 12, 2021, titled, "Price Disparity", which focused on the differing water rates in the area.
8. Solicitor's Report:
  - a. No separate report provided.
9. Engineer's Report:
  - a. Matt Sprung reported that a couple of different options for reconstruction of the Freeport Terminals boat ramp were offered to their representatives. The goal is to keep the ramp straight to keep costs lower and trying to meet in the middle with the Freeport Terminals. Plans are currently being reviewed.
  - b. Matt Sprung informed the Board that their office is in contact with PENNVEST and are trying to get a meeting set-up to discuss funding for projects.
10. Old Business:
  - a. Kristy Donaldson provided an update on the letter that was sent to Winfield Customers regarding the rate reduction. A customer with a grinder pump contacted the office on December 6, 2021, and stated that she had a letter from Tom Hartwig stating that MABT would provide grinder pump parts indefinitely. After looking through the files for Winfield, there are several conflicting documents as to whether or not MABT is indefinitely responsible

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to provide parts for the grinder pump systems in Winfield. The Board suggested that Kristy work with Mike Hnath to resolve this issue.

- b. Kristy Donaldson informed the Board that inspections and meter sets for Twin Oaks have been suspended. The Developer has failed to provide As-Builts for Phases 2 & 3 as discussed at last month's meeting.

11. New Business:

- a. The 2021/2022 General Budget was presented by Kristy Donaldson. The budget includes employee pay increases for 2022, which still need to be discussed. A motion was made by Patrick Reitz to add an executive session to the meeting agenda and to discuss employee wages and salaries. The motion was seconded by Richard Healey and passed unanimously.

12. Executive Session: A motion was made by Patrick Reitz to enter into an executive session. The motion was seconded by Rosemarie Ciaccio and passed unanimously. The regular meeting entered into an executive session at 7:55 p.m., to discuss the budget and salaries. The executive session ended at 8:09 p.m. Richard Healey made the motion to approve the employee wages discussed during the executive session, which was seconded by Patrick Reitz. The motion passed unanimously. Rosemarie Ciaccio made a motion to approve the 2021/2022 General Budget, which was seconded by Richard Healey. The motion passed unanimously.

13. Adjournment: Richard Healey made the motion to adjourn the regular monthly meeting. Rosemarie Ciaccio seconded the motion, which passed unanimously. The regular monthly meeting ended at 8:10 p.m.