

MINUTES OF MUNICIPAL AUTHORITY OF BUFFALO TOWNSHIP

FEBRUARY 17, 2022, REGULAR MONTHLY MEETING

PRESENT: John Haven, Chairperson; Eric Smith, Vice-Chairperson; Richard Healey, Treasurer; Patrick Reitz, Secretary; Gary Risch, Sr., Assistant Secretary/Treasurer; Matt Sprung, Engineer; Michael Hnath, Solicitor; Kristy Donaldson, Manager

1. The February 17, 2022, regular monthly meeting of the Municipal Authority of Buffalo Township was called to order by Chairperson John Haven at 7:03 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
4. Approval of the minutes of the January 20, 2022, reorganization meeting: A motion was made by Richard Healey, and seconded by Patrick Reitz, to approve the minutes of the January 20, 2022, reorganization meeting. The motion passed unanimously.
5. Approval of the minutes of the January 20, 2022, regular monthly meeting: A motion was made by Richard Healey, and seconded by Patrick Reitz, to approve the minutes of the January 20, 2022, regular monthly meeting. The motion passed unanimously.
6. Open to the floor:
7. Treasurer's Report:
 - a. Financial Report for January 2022: The Treasurer's Report for January 2022 was presented. A motion was made by Patrick Reitz, seconded by Eric Smith, to approve the Treasurer's Report for January 2022. The motion passed unanimously.
 - b. Invoices: The Board reviewed the list of monthly bills for approval as of February 17, 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.
8. Manager's Report (presented by Kristy Donaldson):
 - a. The annual Ethics Forms are due by May 1st.
 - b. PMAA's Board Member Training will be in person this year on Friday, March 18th, in Cranberry Township.
 - c. The migration of Winfield Accounts to Phase 3 was completed for the January 2022 billing. The only issue that occurred was that anyone with a credit or unpaid balance did not see this information carry over to the bill for January (due February). Separate statements were sent to these customers and the issue was fixed in VUB for future billing. A DEP Permit letter was found for the Cooper Road Low Pressure Sewers; however, the Special Conditions of the permit were not attached to the letter. A Right to Know Request was sent to DEP for these conditions. DEP has requested a 30-day extension; therefore, the reply should be made by March 11th. Fund transfers were discussed and documented for the Winfield Loan, which is now being paid from the Winfield Sewer Capital Account instead of the Phase 3 Capital Account so that all monies are kept separate. Seven customers in Winfield with unpaid debt service had their liens revived by Michael Hnath to secure this money.
 - d. CREAT, or Climate Resilience Evaluation Awareness Tool, was completed with Patrick Reitz. CREAT is available through the USEPA and is a tool for water suppliers to assess climate related risks to assets and operations. We discovered that our primary concern is source water quality associated with drought conditions. This is because low flow and warmer water temperature results in TTHM formation throughout the distribution system, most notably the Grandview Tank, when chlorine is added for disinfection. A mixing system was installed in 2018 to help with this issue at the tank, but we still struggle with not being able to fluctuate the tank as much as we would like because of pressure issues in that area. The only other option is being consistent with our spring and fall flushing of the distribution system. Discussion took place on man power and whether or not a pressure station should be explored again for this area.

MINUTES OF MABT JANUARY 22, 2022, MEETING

Page 2 of 2

9. Solicitor's Report:

- a. Michael Hnath reported that the Freeport Terminals approved the proposed boat ramp. He will need Ed's team to send a drawing to attach to the Agreement and will wait for Ed to give him the go ahead to do the land acquisition.

10. Engineer's Report:

- a. Matt Sprung presented the CFA Grant Opportunity, which opened about one week ago. No match is required with this opportunity, and the max available per project is \$1M.
- b. The meeting with PennVEST for funding of several projects recently discussed is scheduled for March 29th at 9:30 a.m.

11. Old Business:

- a. The Oak Creek Farms Set Aside Agreements for water and sewer were presented. Richard Healey made the motion to approve the Set Aside Agreements in the amounts of \$213,584.80 for sewage and \$130,757.00 for water. Eric Smith seconded the motion, which passed unanimously.
- b. Kristy Donaldson discussed the Amended Water Purchase Agreement with South Buffalo Township. The Board agreed that a meeting should be scheduled with their Authority Board and Manager to discuss particular sections of this Agreement.

12. New Business:

- a. The following Resolutions were presented to the Board:
 - i. Resolution 2022-02: Application for Local Share Assessment Grant – Sarver Road Waterline Extension.
 - ii. Resolution 2022-03: Application for Local Share Assessment Grant – Laneville to Sunset Waterline.
 - iii. Resolution 2022-04: Application for Local Share Assessment Grant – Water Plant Expansion Project.
 - iv. Resolution 2022-05: Application for Local Share Assessment Grant – Freeport Borough Waterline Replacement Projects.

Eric Smith made the motion to approve the Resolutions, which was seconded by Richard Healey and passed unanimously.

- b. Kristy Donaldson presented information on the LIHWAP Program, Low Income Household Water Assistance Program. Patrick Reitz made the motion for the Authority to participate in LIHWAP. Eric Smith seconded the motion, which passed unanimously.

13. 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 8:07 p.m.