

MINUTES OF MUNICIPAL AUTHORITY OF BUFFALO TOWNSHIP

APRIL 20, 2023, REGULAR MONTHLY MEETING

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

PRESENT VIA PHONE: Barry Wolfe, Treasurer

1. The April 20, 2023, Regular Monthly Meeting of the Municipal Authority of Buffalo Township was called to order by Eric Smith at 7:01 p.m.
2. Eric Smith 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. Eric Smith led in the Pledge of Allegiance.
4. Approval of the minutes of the March 16, 2023, Regular Monthly Meeting: A motion was made by Richard Healey, and seconded by John Zurisko, to approve the minutes of the March 16, 2023, Regular Monthly Meeting. The motion passed unanimously.
5. Open to the floor:
6. Treasurer's Report:
 - a. Financial Report for March 2023: The Treasurer's Report for March 2023 was presented. A motion was made by Barry Wolfe, seconded by Gary Risch, to approve the Treasurer's Report for March 2023. The motion passed unanimously.
 - b. Invoices: The Board reviewed the list of monthly bills for approval as of April 20, 2023. A motion was made by John Zurisko to approve payment of the monthly bills. The motion was seconded by Gary Risch, which passed unanimously.
7. Manager's Report:
 - a. Kristy Donaldson reminded the Board that the Statement of Financial Interest forms are due May 1, 2023.
 - b. Kristy Donaldson interviewed two potential candidates for the summer internship offered in conjunction with the Local Government Academy. The internship was offered to Sofia Schwartz who is currently enrolled at the University of Pittsburgh, studying Political Science.
 - c. Kristy Donaldson provided an Operations Update:
 - i. DEP FPPE was conducted March 21st through March 23rd. Results are forthcoming.
 - ii. March 23rd - The field crew repaired a service leak on Grimm Road
 - iii. March 26th – a service leak at 126 Red Horse Drive was repaired by Chuck Bauer (since these waterlines are still bonded).
 - iv. April 2nd – The field crew repaired a leak on Old Pike Road.
 - d. Kristy Donaldson informed the Board that the 2022 Financial Audit would begin April 25th and distribution system flushing would begin soon.
8. Solicitor's Report:
 - a. Gary Risch made the motion to allow discussion of a letter that Michael Hnath received from Kathleen Gallagher, Attorney for NVR. Richard Healey seconded the motion, which passed unanimously. Michael Hnath updated the Board on the letter pertaining to the trees planted within the utility easements throughout Twin Oaks. NVR is offering to work with the residents to move the trees to the back of the yards. If the resident refuses to move the trees, NVR proposes that the dispute will be between the homeowner and the Authority. Kristy Donaldson requested that NVR provide proof that each resident is/was contacted. Michael Hnath will work with Brian Farrington to address Kathleen Gallagher's letter.
9. Engineer's Report:
 - a. Matt Sprung updated the Board on the meeting he, Kristy, and Vince Dubac had with Charter Homes. Charter Homes was in last year and was looking to build 300-400 EDUs. Since then, there has been an uptick in the number of units they are proposing, which is 700 EDUs. While

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the water treatment plant expansion is in progress and will be able to handle the additional demand, the sewage treatment plant is nearing capacity and was projected and approved for an expansion in 2025 per the Act 537 Plan. The sewage treatment plant expansion is estimated to cost around \$10M since modifications would need made at the Monroe station and an additional force main line would need constructed. Gary Risch made the motion to add the discussion of the Phase 3 sewage plant expansion to the agenda, which was seconded by John Zurisko. Matt Sprung provided calculations from a DEP standpoint on current flows and the capacity that is available. Based on this information, Gary Risch made a motion to authorize Gibson-Thomas Engineering to proceed with permitting and design of the sewage treatment plant expansion. The motion was seconded by Richard Healey and passed unanimously.

10. Old Business:

- a. Kristy Donaldson and Matt Sprung provided an update on PENNVEST funding. PENNVEST met on April 19th. The Authority had submitted multiple projects including Freeport lead service line replacements, the Freeport waterline replacement project, and the Sarver Road waterline extension. PENNVEST only acted on the lead line replacements and awarded the Authority a grant in the amount of \$742,947.00. The other items were not acted upon because permits had not been issued yet from DEP. Gibson-Thomas is going to resubmit the items to PENNVEST for their July meeting. Because the Authority received a grant from the Butler County MIP for the Sarver Road waterline extension, the project estimate and letter of responsibility needs updated for the resubmission. A motion was made by John Zurisko to add the letter of responsibility to the agenda, which was seconded by Richard Healey and passed unanimously. Gary Risch made the motion to approve the letter of responsibility, which was seconded by Richard Healey and passed unanimously.

11. New Business:

- a. Kristy Donaldson presented the Developer's Agreement for John Allen's road bore and waterline extension across S.R. 356 by Armstrong Farms Landscape Supply. The items that are outstanding are the PennDOT HOP, material specs from the contractor and a pre-construction meeting. John Zurisko made the motion to approve the Developer's Agreement, which was seconded by Gary Risch and passed unanimously.
- b. Kristy Donaldson updated the Board on discussions she had with Brett Schultz of Weaver Homes and Gary Herbert of Twin Oaks Development LLC., regarding the looping of the water system throughout their proposed developments.
- c. Kristy Donaldson discussed and presented the following items for approval:
 - i. Two online turbidimeters for the water treatment plant – Richard Healey made the motion to purchase two online turbidimeters for the water treatment plant totaling \$12,201.80 (COSTARS pricing), which was seconded by John Zurisko and passed unanimously.
 - ii. Two VFD drives for the 356 Pump Station – Gary Risch made the motion to purchased two new VFD drives for the 356 Pump Station totaling \$9,982.00, which was seconded by Barry Wolfe and passed unanimously.
 - iii. One PLC and HMI Upgrade for one of the three blowers at the sewage treatment plant – Richard Healey made the motion to purchase one PLC and HMI upgrade at the sewage treatment plant totaling \$9,428.00, which was seconded by John Zurisko and passed unanimously.

12. Adjournment: Richard Healey made the motion to adjourn the Regular Monthly Meeting, which was seconded by Gary Risch. The motion passed unanimously, and the Regular Monthly Meeting ended at 8:06 p.m.