

MINUTES OF MUNICIPAL AUTHORITY OF BUFFALO TOWNSHIP

APRIL 21, 2022, REGULAR MONTHLY MEETING

PRESENT: John Haven, Chairperson; Eric Smith, Vice-Chairperson; Patrick Reitz, Secretary; Michael Hnath, Solicitor; Matt Sprung, Engineer; Kristy Donaldson, Manager

ABSENT: Richard Healey, Treasurer; Gary Risch, Sr., Assistant Secretary/Treasurer

1. The April 21, 2022, regular monthly meeting of the Municipal Authority of Buffalo Township was called to order by Chairperson John Haven at 7:00 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 March 17, 2022, regular monthly meeting: A motion was made by Eric Smith, and seconded by Patrick Reitz, to approve the minutes of the March 17, 2022, regular monthly meeting. The motion passed unanimously.
5. Open to the floor:
6. Treasurer's Report:
  - a. Financial Report for March 2022: The Treasurer's Report for March 2022 was presented. A motion was made by Patrick Reitz, seconded by Eric Smith, to approve the Treasurer's Report for March 2022. The motion passed unanimously.
  - b. Invoices: The Board reviewed the list of monthly bills for approval as of April 21, 2022. A motion was made by Eric Smith to approve payment of the monthly bills. The motion was seconded by Patrick Reitz, which passed unanimously.
7. Manager's Report (presented by Kristy Donaldson):
  - a. An update on the PA DEP inspection of the water plant and distribution system on Tuesday, April 5<sup>th</sup> through Thursday, April 7<sup>th</sup>, was provided.
  - b. An update on the meeting with John Allen and Ryan Homes regarding the punch list items for Phases 2 & 3 was provided.
  - c. The annual Consumer Confidence Report (CCR) is completed for 2021 and posted on the Authority's website. The direct link for the website is on the customer bills.
  - d. The annual financial audit is currently in progress. The audit is being performed by Maher Duessel.
8. Solicitor's Report:
  - a. No separate report provided.
9. Engineer's Report:
  - a. No separate report provided.
10. Old Business:
  - a. A discussion took place regarding the meeting with PENNVEST and DEP on March 29<sup>th</sup>. The Authority is seeking funding for four projects: water treatment plant expansion, several line replacements in Freeport Borough, water line extension for Sarver Road and new transmission main from Laneville to Sunset Drive. John Haven pointed out that basically PENNVEST will not give the Authority grant money but will provide low interest loans. Kristy Donaldson explained that PENNVEST determined this because they are looking at the system as a whole and taking into consideration the annual median household income for Buffalo Township, which is \$89,000.00. Matt Sprung stated that PENNVEST acknowledges this as a hurdle and wants to correct this. A discussion took place on prioritization of the projects but because the other Board Members were not present, discussions would resume during next month's meeting. The water treatment plant expansion was previously approved and everyone agreed to continue to move forward with this project. Evelyn Callender, 122 Crescent Hill Drive,

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asked about grant funding on the county level. John Haven stated that he had spoken with Mark Gordon about three weeks ago and will try to contact him again. He is also going to talk with the County Commissioners. Patrick Reitz asked how much debt can the Authority comfortably assume? Michael Hnath stated that he would contact Anthony Ditka and suggested for Kristy Donaldson to speak with the auditors.

- b. Kristy Donaldson presented the memorandum from Kathy Pape, Attorney with Saxton & Stump. Based off of the documentation that was provided to Saxton & Stump, they feel the Authority is not responsible to maintain spare parts for the grinder pumps in Winfield Township. Kristy Donaldson updated the Board on the number of customers impacted, the cost of replacement switches and pumps and how many parts are currently on hand. She suggested the following options: take no ownership of the pumps, take full ownership of the pumps, keep parts on hand at cost to the customer, continue to provide parts at no cost until units are obsolete, and/or continue to provide parts to the current resident but if property is transferred, agreement is null and void. A brief discussion took place; however, the Board Members in attendance requested the decision to be tabled until the next meeting so the absent Board Members could provide their insight.

11. New Business:

- a. Kristy Donaldson discussed the current issue with the VFD's at the Monroe pump station. The VFD's were overheating and tripping out. The fans in the cabinets were replaced but did not correct the issue. The temperature sensor on the VFD's was found to be faulty; however, spare parts for the drives are now obsolete. Two quotes for new VFD's were presented – one quote was \$11,500.00 and another was \$20,600.00. Eric Smith made the motion to purchase the drives at a price not to exceed \$11,800.00. The motion was seconded by Patrick Reitz and passed unanimously.

12. Adjournment: Eric Smith made the motion to adjourn the regular monthly meeting, which was seconded by Patrick Reitz. The motion passed unanimously, and the regular monthly meeting ended at 8:13 p.m.