

MINUTES OF MUNICIPAL AUTHORITY OF BUFFALO TOWNSHIP

JUNE 23, 2021 REGULAR MONTHLY MEETING

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

1. The June 23, 2021, regular monthly meeting of the Municipal Authority of Buffalo Township was called to order by Chairperson John Haven at 7:01 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 May 20, 2021, regular monthly meeting: A motion was made by Richard Healey, and seconded by Patrick Reitz, to approve the minutes of the May 20, 2021, regular monthly meeting. The motion passed unanimously.
4. Open to the floor:
5. Treasurer's Report:
  - a. Financial Report for May 2021: The Treasurer's report for May 2021 was presented. A motion was made by Richard Healey, seconded by Patrick Reitz and Eric Smith, to approve the Treasurer's report for May 2021. The motion passed unanimously.
  - b. Invoices: The Board reviewed the list of monthly bills for approval as of June 23, 2021. A motion was made by Eric Smith to approve payment of the monthly bills. The motion was seconded by Rosemarie Ciaccio, and passed unanimously.
6. Manager's Report (presented by Kristy Donaldson):
  - a. Tom Stehle, Chemist, was at the water plant on June 10<sup>th</sup>, and determined treatment to be optimized.
  - b. The Financial Audit for 2020 was completed and presented to the Board. Auditors are available to attend the next meeting if there are any questions.
  - c. Interviews are in progress for a Billing Clerk as a result of Linda Stempkoski's retirement.
  - d. The owners of the Avenue in Sarver sent an email to let the Authority know that they are in the process of securing bids to complete the connection into the public sewer system.
  - e. As a result of revisions to the water line for Oak Creek Farms, review of the plans has continued. Gary Herbert called regarding his discussion with John Allen on obtaining a larger easement; however, Mr. Allen is reluctant to provide this due to a potential sales agreement with Weaver Homes (for the property in which the easement is located). He stated that Weaver Homes plans on making the connection to the water along S.R. 356 and connecting to Oak Creek Farms at Forest Oak Drive. Mr. Herbert was going to have Weaver Homes send over their proposed construction plans.
  - f. The emergency repairs to the intake at the water treatment plant were completed. The final bill was \$27,237.26, which was less than originally quoted.
  - g. Operations Update: June 17<sup>th</sup> – crew repaired service leak on Creekside Drive; distribution system flushing was completed since the last meeting; UV system was delivered to the sewage treatment plant; PALL visited the water treatment plant on June 3<sup>rd</sup>.
7. Solicitor's Report:
  - a. Michael Hnath presented the Resolution for the Declaration of Taking of 0.302 acres of property from the Freeport Terminals and explained how the Resolution would make the transfer of sale tax exempt. Eric Smith made the motion to approve the Resolution. Richard Healey seconded the approval of the Resolution, which passed unanimously. Discussion took place on the boat ramp that the Freeport Terminals have asked the Authority to replace. Michael Hnath was going to find out from Matt Drohan, Freeport Terminals, if they needed a permit to construct the ramp. Matt Sprung suggested finding out if the ramp is earthen or concrete.
  - b. Michael Hnath advised the Board that Dave King submitted a quote to complete an appraisal of the office building in preparation of the S.R. 356 widening project. After discussion, it was

MINUTES OF MABT JUNE 23, 2021, MEETING

Page 2 of 2

determined to hold off on the appraisal until further information is received on the widening project.

8. Engineer's Report:
  - a. Matt Sprung provided an additional update on the water treatment plant intake repairs and the Oak Creek Farm construction plans.
9. Old Business:
  - a. As presented and discussed during the last minute, the Board agreed that HARSCO should have been considered in the Winfield Service Area and money from the tapping fees should have been contributed to the Winfield Debt Service. The Board figured this was an oversight at the time that HARSCO was brought into the public sewage system. Michael Hnath advised the Board that he would talk with the Winfield Township Supervisors regarding this matter on July 29<sup>th</sup>. A discussion took place regarding the Authority's debts and plans to consolidate for the water treatment plant expansion project. John Haven suggested inviting Mark Gordon, Butler County Infrastructure Bank, to the next meeting to discuss funding.
  - b. Kristy Donaldson presented a customer issue regarding 208 Railroad Street in Cabot. The customer is currently using sewage service and hasn't made a single payment. In addition, a lien is currently on the property for installation, tap and connection fees. The Board agreed to table the discussion for next meeting.
10. New Business:
  - a. Kristy Donaldson presented a request on behalf of Beth Rotto, 141 1/2 Beale Road. The Rotto's are tapped into the sewage and pay a flat rate charge for water. They have a lien on their property for service fees and a water tap fee. Mrs. Rotto is looking to secure a loan to pay off the lien and tap into the water; however, the bank will not lend the money since there is a lien on the property. Michael Hnath advised her to offer to join Mrs. Rotto and her lender on a conference call to see what could be done to secure the loan.
  - b. Kristy Donaldson presented water capital purchase requests to the Board. While PALL was at the water plant, they made a list of critical items that should be on the shelf for the membrane filtration system. The total amount for the parts is \$10,143.05. Eric Smith made the motion to purchase the spare PALL parts in the amount of \$10,143.05. Rosemarie Ciaccio seconded the motion, which passed unanimously. Exeter Supply Company demonstrated three different types of leak detection system a couple of months ago. There are two systems that the crew is interested in. One system is to use in an emergency situation. The other is a geophone that can listen on low frequencies and PVC pipe. The current equipment the Authority owns is obsolete and in need of repair. The total cost for both units is \$15,875.00, which is COSTARS pricing. Eric Smith made the motion to purchase both units in the amount of \$15,875.00. Richard Healey seconded the motion, which passed unanimously.
11. Adjournment: Eric Smith made the motion to adjourn the regular monthly meeting, which was seconded by Richard Healey and passed unanimously. The regular monthly meeting adjourned at 8:25 p.m.