

MINUTES OF MUNICIPAL AUTHORITY OF BUFFALO TOWNSHIP

MAY 20, 2021 REGULAR MONTHLY MEETING

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

ABSENT: Eric Smith, Secretary

1. The May 20, 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. Approval of the minutes of the April 15, 2021, regular monthly meeting: A motion was made by Richard Healey, and seconded by Patrick Reitz, to approve the minutes of the April 15, 2021, regular monthly meeting. The motion passed unanimously.
4. Open to the floor:
5. Treasurer's Report:
  - a. Financial Report for April 2021: The Treasurer's report for April 2021 was presented. A motion was made by Patrick Reitz, seconded by Rosemarie Ciaccio, to approve the Treasurer's report for April 2021. The motion passed unanimously.
  - b. Invoices: The Board reviewed the list of monthly bills for approval as of May 20, 2021. A motion was made by Richard Healey to approve payment of the monthly bills. The motion was seconded by Patrick Reitz, and passed unanimously.
6. Manager's Report (presented by Kristy Donaldson):
  - a. Deron Bartell was recognized for 20 years of service with the Authority.
  - b. Linda Stempkoski, Billing Clerk, submitted her letter announcing her retirement.
  - c. The revised COVID-19 policy was presented to the Board for approval. Revisions to the policy address the fully-vaccinated status and requirements for masking. Richard Healey made the motion to accept the revised COVID-19 policy. Patrick Reitz seconded the motion, which passed unanimously.
  - d. An open auction took place through EMEX for the Authority's electrical generation. Mid-American had the lowest bid at \$0.04833/KWH over a three-year period of May 2022 to May 2025. Rosemarie Ciaccio made the motion to accept the bid and enter into agreement with Mid-American. Richard Healey seconded the motion, which passed unanimously.
  - e. The HARSCO Agreement versus the Winfield Service Agreement was discussed with the Board. Michael Hnath discussed how at the time the HARSCO Agreement was established in 2016, the Winfield Service Agreement should had been considered and the terms of the HARSCO Agreement should had been discussed with Winfield. Options to correct this were discussed and considered by the Board. The discussion was tabled for the next meeting in June.
7. Solicitor's Report:
  - a. Michael Hnath requested an executive session at the end of the regular meeting to discuss the Freeport Terminals.
8. Engineer's Report:
  - a. Ed Schmitt informed the Board that the update to UAJSA's Act 537 plan was approved, which allows them to move forward with the plant and collection system improvements. The project is fully funded and rates should stay about the same or slightly increase.
  - b. Ed Schmitt advised the Board that he was contacted by a local customer who is looking at subdividing and developing a piece of property on Grimm Road. The customer asked Gibson-Thomas for their services. Ed Schmitt asked the Board if they would have an issue if Gibson-

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Thomas was the customer's Engineer for the project. The Board agreed that this would not be an issue.

9. Old Business:

- a. Kristy Donaldson provided a quick update on current projects including the WTP intake building, which is scheduled, and the UV System, which is ordered through COSTARS. The UV project will be completed by Bob Ross, who was the lowest bidder at \$9,300.00.
- b. Kristy Donaldson advised the Board that the Township accepted the Authority's request to remove the language from the Smoke & Dye Testing Ordinance requiring customer's homes to pass a smoke and dye test for refinancing. Until the Ordinance is approved in writing, the Authority will continue with business as usual.
- c. Kristy Donaldson provided an update on Oak Creek Farms. Gateway Engineering submitted revised plans showing a 50' easement for the waterline from S.R. 356 into the plan. Instead of crossing through two proposed lots to connect the waterline to the existing waterline at the end of Twin Oaks, the newly proposed connection is at Forest Oak Drive and Twin Oaks Drive. Review of the construction plans for Oak Creek Farms should continue since the revisions to the waterline are acceptable.

10. New Business:

- a. Kristy Donaldson presented a request on behalf of Anthony Valance, 320 Gray Avenue. Mr. Valance has an existing lien on his property for sewer tapping fees. Mr. Valance is currently tapped into sewage and makes his payments continuously on time. He also makes payments towards his lien. Because of this, Mr. Valance is requesting that the Authority accept payment of \$3,561.10. Richard Healey made the motion to accept the payment of \$3,561.10. Rosemarie Ciaccio seconded the motion, which passed unanimously.

11. Adjournment: The regular monthly meeting adjourned into an executive session at 8:25 p.m. Discussion took place regarding land acquisition from the Freeport Terminals. Also discussed was hiring a Billing Clerk to replace Linda Stempkoski due to retirement. The executive session ended at 8:48 p.m. Richard Healey made the motion to hire for a Billing Clerk at the starting wage of \$14.00 per hour due to Linda Stempkoski's retirement. The motion was seconded by Rosemarie Ciaccio and passed unanimously. Patrick Reitz made the motion to adjourn the meeting, which was seconded by Richard Healey. The monthly meeting adjourned at 8:49 p.m.