

MINUTES OF MUNICIPAL AUTHORITY OF BUFFALO TOWNSHIP

FEBRUARY 15, 2024, REGULAR MONTHLY MEETING

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

ABSENT: Eric Smith, Chairperson; Barry Wolfe, Treasurer

1. The February 15, 2024, Regular Monthly Meeting of the Municipal Authority of Buffalo Township was called to order by Gary Risch at 7:00 p.m.
2. Gary Risch 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. Gary Risch led in the Pledge of Allegiance.
4. Approval of the minutes of the January 18, 2024, Reorganization Meeting: A motion was made by Richard Healey, and seconded by John Zurisko, to approve the minutes of the January 18, 2024, Reorganization Meeting. The motion passed unanimously.
5. Approval of the minutes of the January 18, 2024, Regular Monthly Meeting: A motion was made by Richard Healey, and seconded by John Zurisko, to approve the minutes of the January 18, 2024, Regular Monthly Meeting. The motion passed unanimously.
6. Open to the floor: Jacob Feroce, 104 Kimberly Drive, in attendance because he received the Declaration of Taking and was not aware or did not receive the appraisal report but found out from Kristy that it was on the agenda tonight. Michael Hnath suggested that a copy would be mailed to him (but provided him with a hard copy) Michael Hnath stated he has the check but needs to get permission from his mortgage holder to give him the payment. If he can not get the information, he will give the check to the court to hold. Discussion took place about the project and Mr. Feroce's concerns.
7. Treasurer's Report:
 - a. Financial Report for January 2024: The Treasurer's Report for January 2024 was presented. A motion was made by John Zurisko, seconded by Richard Healey, to approve the Treasurer's Report for January 2024. The motion passed unanimously.
 - b. Invoices: The Board reviewed the list of monthly bills for approval as of February 15, 2024. A motion was made by John Zurisko to approve payment of the monthly bills. The motion was seconded by Richard Healey, which passed unanimously.
8. Manager's Report:
 - a. Statement of Financial Interest Forms for 2023 are due by May 1st.
 - b. PMAA Board Member Training is March 14th in Mars, PA.
 - c. The following Operational Updates were provided to the Board:
 - i. 1/30 – water tap completed at 804 S. Pike Road.
 - ii. To comply with the Lead & Copper Rule Revisions, service line inventories resumed this month.
 - iii. Blower #2 upgrade was completed at the sewage treatment plant on 1/31.
 - iv. Service line repair at 752 Dam Road completed 2/5.
 - v. Meeting with Freeport Borough regarding their sewage treatment plant project on 2/8.

9. Solicitor's Report:

- a. As discussed during the Open Floor portion of the meeting, Michael Hnath asked the Board for approval of payment in the amount of \$1,265.00, to Jacob & Mary Feroce for the Estimated Just Compensation. John Zurisko made the motion to approve the payment, which was seconded by Richard Healey and passed unanimously.

10. Engineer's Report:

- a. Matt Sprung provided an update on the PENNVEST closing date, which has been moved to March 5, 2024. After closing, Matt will determine the date to issue a notice to proceed with construction. John Zurisko asked if getting brass material was still an issue. Matt responded that it is but getting better.
- b. Matt Sprung reported that the construction permit for the water treatment plant expansion has been received; however, Chris Wharton is meeting with DEP next week because there were some items discussed prior to receiving the permit that were not in the special conditions. Matt wants to talk with Brendan, PENNVEST, about when he thinks the best time to present the project for loan or grant money may be. Also, the plant expansion and dual transmission line from Laneville to Sunset Drive were going to be a joint project. After discussing this with Kristy, it is probably best to hold off and see where the Authority is financially. John Zurisko asked Matt if there was any chance that MidAtlantic would pay for part of the Freeport Tank since it has been leaking for sometime and was brought to their attention when Don Amade was still Manager. Matt could not answer this question but would discuss with Pete Buss.
- c. Matt Sprung informed the Board that construction is in progress for Pine Ridge PRD.

11. Old Business:

- a. Kristy Donaldson presented the following regarding the PENNVEST projects:
 - i. Separate checking accounts were opened for each project. Kristy requested that the Board approve a \$100,000 transfer from the General Fund to each account and at the completion of the projects, the money would be reimbursed. Richard Healey made the motion to approve the transfers, which was seconded by John Zurisko and passed unanimously.
 - ii. Customer requests regarding the Sarver Road Waterline Extension that have been completed include a contractor list for service line installation, research of funding options for homeowners who cannot afford the service line installation and updating the dialer system to include the phone numbers for residents in this area. Once the information is received from Butler County regarding grant programs for service line installations, Kristy will send out a letter.
 - iii. The contract for the CFA COVID-19 grant has been received and is currently being reviewed. There are some items that need addressed including a Business Integrity Policy and revised Nondiscrimination/Sexual Harassment Policy, which will be presented under New Business. Michael Hnath asked the Board to consider approving acceptance of the contract pending Solicitor and Manager review. John Zurisko made the motion to accept the grant contract, which was seconded by Richard Healey and passed unanimously.
- b. Resolution 2024-03: Resolution of Gratitude. As discussed at the last meeting, the Butler County Commissioners were added to the resolution. John Zurisko made the motion to approve Resolution 2024-03 with all Board Member's signatures. Richard Healey seconded the motion, which passed unanimously.

12. New Business:
 - a. Kristy Donaldson presented Resolution 2024-04: Resolution to Authorize the Purchase of Electricity Supply Services for Public Use on an Online Auction Website. Kristy Donaldson explained that this has been very successful in the past. The last Agreement was made May 2022 and will expire next May. The current, locked-in rate is \$4.83 per KWH versus the price to compare of \$11.02 KWH. Richard Healey made the motion to approve Resolution 2024-04, which was seconded by John Zurisko and passed unanimously.
 - b. Kristy Donaldson presented a Business Integrity Policy and revised Nondiscrimination/Sexual Harassment Policy, both of which contain language that is required by the COVID-19 ARPA grant contract. Richard Healey made the motion to approve both policies, which was seconded by John Zurisko and passed unanimously.
13. Adjournment: Richard Healey made the motion to adjourn the Regular Monthly Meeting, which was seconded by John Zurisko. The motion passed unanimously, and the Regular Monthly Meeting ended at 7:53 p.m.