

MINUTES OF MUNICIPAL AUTHORITY OF BUFFALO TOWNSHIP

MARCH 17, 2022, REGULAR MONTHLY MEETING

PRESENT: John Haven, Chairperson; Eric Smith, Vice-Chairperson; Richard Healey, Treasurer; Patrick Reitz, Secretary; Gary Risch, Sr., Assistant Secretary/Treasurer; Ed Schmitt, Engineer; Kristy Donaldson, Manager

ABSENT: Michael Hnath, Solicitor

1. The March 17, 2022, 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. John Haven led in the Pledge of Allegiance
4. Approval of the minutes of the February 17, 2022, regular monthly meeting: A motion was made by Richard Healey, and seconded by Patrick Reitz, to approve the minutes of the February 17, 2022, regular monthly meeting. The motion passed unanimously.
5. Open to the floor:
6. Treasurer's Report:
 - a. Financial Report for February 2022: The Treasurer's Report for February 2022 was presented. A motion was made by Eric Smith, seconded by Richard Healey, to approve the Treasurer's Report for February 2022. The motion passed unanimously.
 - b. Invoices: The Board reviewed the list of monthly bills for approval as of March 17, 2022. A motion was made by Patrick Reitz to approve payment of the monthly bills. The motion was seconded by Richard Healey, which passed unanimously.
7. Manager's Report (presented by Kristy Donaldson):
 - a. The annual Ethics Forms are due by May 1st.
 - b. The PA DEP will be onsite performing an inspection of the water plant and distribution system on April 5th & 6th.
 - c. The sewage plant NPDES is due for renewal. Samples will be collected over the next three weeks to submit for renewal of the permit.
 - d. The field crew completed the inspection of Twin Oaks Phases 2 & 3. The punch list items are a bit extensive. There will be a meeting with John Allen and Ryan Homes to discuss the list.
8. Solicitor's Report:
 - a. No separate report provided.
9. Engineer's Report:
 - a. Ed Schmitt reported that he is working with Michael Hnath on filing the subdivision for the water treatment plant land acquisition.
 - b. Ed Schmitt reminded the Board that the meeting with PENNVEST is March 29, 2022, at 9:00 a.m. He also mentioned the meeting with Charter Homes and that the CFA grant requests were submitted and a decision will probably be made in the fall.
10. Old Business:
 - a. Kristy Donaldson discussed her concerns with the Winfield Grinder Pump issue and how the available documents and information seem conflicting. She contacted an outside firm that practices Municipal Law to review the information and offer their opinion.
 - b. Kristy Donaldson updated the Board on the retirement of Pete Massetto, Manager with South Buffalo Township Municipal Authority. The SBTMA Board is currently looking to fill the position and will keep the Authority updated.

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11. New Business:

- a. Kristy Donaldson presented a customer request on behalf of Holly Holben, 224 Marwood Road. Ms. Holben is requesting that the Board accept a settlement in the amount of \$11,319.99, for sewage tapping fees, MSI fees and debt service. The lien will stay on the property until she is tapped into sewage. Eric Smith made the motion to accept the settlement, which was seconded by Richard Healey. The motion passed unanimously.
- b. Kristy Donaldson presented a customer request made by Antonio Burnett with the USDA on behalf of the Seybert's, 327 Gray Avenue. Mr. Burnett is requesting that the Board accept a settlement in the amount of \$5,559.00, for debt service. The Seybert's are not tapped into the sewage; therefore, the lien will remain on the property until they are tapped. Richard Healey made the motion to accept the settlement, which was seconded by Patrick Reitz. The motion passed unanimously.

12. Adjournment: Eric Smith made the motion to adjourn the regular monthly meeting and enter into an executive session to discuss a personnel matter. Gary Risch seconded the motion, which passed unanimously. The regular monthly meeting ended at 7:38 p.m., and entered into an executive session. The executive session ended at 8:15 p.m.