

minutes

Rimersburg Borough Municipal Authority Meeting

Date | time Feb. 7, 2018 | 6:00 p.m. | Meeting called to order by Regularly Scheduled

In Attendance

Authority members: Mike Graham, Rebecca Bliss, Patty Alworth, Gary Fowler, Greg Haws, ~~Vacancy 1, Vacancy 2~~

Also Present: Roger Crick, Rimersburg Boro. Council

Call to Order

The Feb. 7, 2018 regularly scheduled meeting of the Rimersburg Borough Municipal Authority was called to order by Chairman, Mike Graham, at 6:01 p.m.

Persons to Be Heard

None.

Approval of Minutes

The Jan. 3, 2018 minutes were read and approved by a motion from Patty, second by Gary, and a unanimous vote.

Financial

All Authority and Borough bank account balances were provided as well as Toby debt service loan balances. Toby debt service rates did not change in the most recent billing cycle because the number of active customers remained the same. Casey O'Toole from Northwest Bank responded to questions about the Municipal Authority's CD with a recommendation to move the CD balance to the Authority Municipal checking account as it actually earning more interest currently. Balances over \$75,000 earn a full 1%. Northwest Bank will wave the penalties for early withdrawal for the Authority. Patty made a motion to transfer the CD balance to the Authority Municipal Checking account. Greg seconded it and it carried with a unanimous vote in favor.

It was noted that although Authority checks are currently printed with one signature line, two signatures are required.

The following invoices were presented for payment:

- I. Bond insurance = \$355.00
- II. Sol. Greenfield
 - A. 11312-016M, no. 2 = \$332.50 Pollock Swr. (Dec.); inv. 11312-016M, no. 3 = \$332.50 Pollock Swr. (Jan.) totaling \$665.00 - Patty made a motion to pay these invoices, which was seconded by Gary, and received a unanimous vote in favor.
 - B. 11312-001M, no. 14 = \$216.56 Gen. Matters: Main St. Wtr. Project, Waste Mgmt. Agrmnt. Review & letter - Patty made a motion to pay these invoices with the Borough to pay the Waste Management portion. Her motion was seconded by Becky, and received a unanimous vote in favor.
 - C. 11312-012M, no. 3 = \$682.50 Lease Agrmnt. 2nd Addendum correspondence and revision of draft - Patty made a motion that the Borough and Authority each pay half of these invoices, which was seconded by Gary, and received a unanimous vote in favor.
- III. EADS Group
 - A. 20899 = \$300 Authority mtgs.; - Patty made a motion to pay this invoice, which was seconded by Greg, and received a unanimous vote in favor.
 - B. 220900 = \$1,541.25 Pollock work and revisions of Rules & Regs. Rimersburg Borough Council thinks it appropriate that they, as operator, pay half of Rules & Regs. Revision, and that Pollock work would be Authority responsibility per 02/05/2018 meeting. General consensus was in agreement with Council. Kyle would like to draft new itemized invoices in this case and present them at the next meeting, so recommends tabling this one for next meeting.
- IV. Gibson-Thomas re: back invoices from 2012/Consent order to present totaling \$51,050.50 – a letter was received 01/08/2018 just after the last Authority meeting requesting payment or risk of action. It is believed that all remaining Gibson-Thomas invoices are project related and that the Authority should not have to pay these as project funds were

closed. Patty made a motion to consult the solicitor about disputing these invoices and charging Gibson-Thomas Engineering for all project corrections made since its closing. Gary seconded her motion and it received a unanimous vote in its favor. Borough Secretary is requested to gather costs to this point for Pollock and keep total of Pollock service correction invoices from all sources to include as part of the dispute. A draft email to the solicitor will be sent to Authority members for proofreading.

Unfinished Business

A. Pollock sewer line status

- I. The necessary easement has been signed by the property owners of 8982 Route 68, properly notarized, and executed by all parties.
- II. Authority requested EADS obtain estimates according to bid rules from some local contractors for the relocation of the sewer access. This information will be provided at the next meeting.
- III. Authority requested addition of regular water service charges on the account from the date of the ruling forward since it was believed that Mr. Pollock could have hooked on to water. Discussion was held about the incorrect location of the sewer tap and members requested Frank check the location of the water meter pit for both properties and make certain they are situated according to Water Rules & Regulations. If not, this will need corrected in addition to the sewer, and could be added to the construction numbers being obtained.

B. The final draft of the revised Lease agreement was presented for consideration before the Authority. **Gary made a motion to adopt the Lease Agreement. Greg gave his motion a second and it passed unanimously.** More discussion ensued as there was uncertainty and concern that the previous terms had not been adhered to. Authority requests asking Borough CPA to review the Lease Agreements and financials between the Authority and Borough since 2013 to assess whether terms were followed or need some type of corrective action moving forward. Questions were raised if PennVest needs consulted and if they require annual reporting. The answer was unknown at this time and will be researched. An audit was performed by the Authority CPA after the closing of the PennVest portion of the project.

C. Solicitor comments were reviewed in answer to the Authority question from the last meeting as to use of funds from Rimersburg Borough per Lease Agreement.

D. Final draft Water and Sewer Rules & Regulations revisions, Resolutions 2-2018 and 3-2018 and accompanying Waiver form drafts were presented for members' consideration. **Greg made a motion to adopt Resolutions 2-2018 Water Rules & Regulations and 3-2018 Sewer Rules & Regulations pending the solicitor's approval. His motion was seconded by Patty, and adopted by unanimous vote.**

E. Borough Council asked at their 02/05/2018 meeting if the Fire Tax 2015 – Fire Hydrant Maintenance plan, service to municipalities was a subject that needed input from the Authority as to plan and cost expectations. The Borough led the way to collecting money for the maintenance and replacement of fire hydrants by adding to its taxes as provided by Borough Code for the 2016 tax year forward. Discussion was held about the process of invoicing the other municipalities served throughout the system as well similarly to the way that Sligo is charged by PA American Water for the maintenance of their hydrants. Authority is agreeable to giving special consideration to Toby as their hydrants are all new. The idea was to phase them in gradually over a reasonable period of time based upon the expected life of a fire hydrant.

Frank stated that hydrants are currently exercised approximately twice per year. The firemen had helped with assessing each fire hydrant's flow and functionality in the system in 2016. There are hydrants that need replaced. It would make sense to replace some of them as part of a project to upgrade the infrastructure on which they are located. This is to be placed upon the Council agenda for next month with the appropriate detail for discussion.

F. Authority requested an email be sent to Toby Township representatives, Kelly Himes and Alan Carmichael, Keith Gabage's (PA American Water) contact information for them to contact about purchasing the Toby portion of the Water and Sewer System if they are interested. The Rimersburg Municipal Authority is not interested in pursuing any options, but if Toby would like to be purchased by PA American Water, Rimersburg will consider an offer made by PA American Water. The remainder of the Rimersburg service area may, at that point, benefit from the availability of a valve installed as a back up water source in an emergency situation.

Projects

EADS Group meeting report including Sewer Plant/System Upgrade Project –WWTP & Collection System Upgrades, Main Street Water Supply & Fire Safety Improvement Project (DCED Grant) due by 02/28/2018 w/County Planning Requirements, and revision of the Rules and Regulations is attached to these minutes.

A. Chapter 94 Report (due 03/30/2018) – Authority requested that EADS Group complete this annual report. The Authority and Borough have traditionally had the engineering firm carry out this task with Borough staff assistance as needed.

B. Consumer Confidence Report (CCR) – Authority requested EADS Group continue annual preparation of this report as well with Borough staff assistance as needed.

Correspondence

PMAA event news was received in the mail and presented to Authority members.

New Business

None

Adjournment

Wednesday, March 7, 2018 | 6:00 p.m., is the next regularly scheduled meeting of the Rimersburg Borough Municipal Authority at the Rimersburg Borough Building.

Patty motioned for adjournment and Gary seconded. Motion carried. Meeting adjourned at 7:48 pm.

Respectfully Submitted,

Dana L. Solida
Borough Secretary