

Mount Pocono Municipal Authority  
Monthly Meeting  
March 9, 2023

The monthly Meeting of the Board of Directors of the Mount Pocono Municipal Authority (the "Authority") was called to order by Chairperson Matthew Hensel at 7:00 pm. The following persons were in attendance: Board members Christine Farrugia, Jeff Woehrle, Executive Director Jon Klotz, Ed Overberger from Arro Engineering, Solicitor Scott Lipson, and Ann Marie Harris, Mount Pocono Borough Council member and resident. Accountant Dean Cable of Lawrence Cable and Company and Special Counsel, John Lushis were present via Zoom. The Pledge of Allegiance was led by Chairperson Hensel.

Prior to the meeting agenda Chairperson Hensel announced that there will be a lengthy Executive Session at the end of the regular meeting. If there were any public concerns to state them for the record prior to the Board of Directors processing normal business.

**MINUTES:**

Minutes of the February 9, 2023 regular monthly Authority Meeting were presented.

A Motion was made by Mr. Woehrle, seconded by Ms. Farrugia, to approve the Minutes of the February 9, 2023 meeting as presented. Motion passed unanimously.

**CHAIR ANNOUNCEMENT:**

Mr. Hensel read a letter from Pennsylvania Water Environment Association that Executive Director Jonathan Klotz received the honor of the state operator of year. The award will be presented at PennTec in June 2023.

**TREASURER'S REPORT:**

The Treasurer's Report was presented by Chairperson Hensel in lieu of Treasurer's Davis absence.

**Bills to be Paid/Mid-month Bills.**

A Motion was made by Mrs. Farrugia to pay the January 2023 bills, including mid-month bills, in the total amount of \$78,076.41 as listed in the Treasurer's Report. The Motion was seconded by Mr. Woehrle and carried unanimously.

**Transfers:**

A Motion was made by Mr. Woehrle to approve the transfer for Depreciation in the total of \$226,500. Motion was seconded by Ms. Farrugia. The motion carried unanimously.

A motion was made by Mrs. Farrugia to approve the transfer for USDA Loan payment in amount of \$72,450 to ESSA Bank. The Motion carried unanimously.

A Motion was made by Mr. Woehrle to approve to the transfer of Payroll funds in the amount of \$59,707.26. The Motion carried unanimously.

Executive Director Klotz made an announcement about all the liens that were filed by the office. He noted the great work by the office staff to get those out.

**COLLECTIONS:**

The Executive Director stated that Solicitor Lipson has continued pursuit of some delinquent accounts. Also, with the 37-Day letters and lien notifications going out, there are customers requesting payment arrangements.

**EXECUTIVE DIRECTOR'S REPORT:**

Mr. Klotz discussed the sludge report briefly. He then brought up the office relocation, representing some of the discussions from the Building Committee. The Executive Director stated that the 5 or 6 options discussed at the previous meeting is now down to 3 options. Mr. Woehrle and Mrs. Farrugia discussed some of the issues they sawed with the property that was looked at by the group. The Board instructed Executive Director to contact an architect to examine the building and put a cost estimate together for the potential needs.

**ENGINEER REPORT:**

Ed Overberger reported the Pine Hill pump station generator has been delivered and there was a pre-construction meeting earlier in the day with Dave Kee, ARRO, MPMA staff, and the contractor.

Ed mentioned ongoing permitting efforts of the NPDES and WQM Permits. Doug Kopp and Alex Morisson from ARRO participated in a conference call with DEP.

Ed then discussed Popeyes development. Solicitor Lipson commented that he had spoken with the developer's attorney on the status of the developer's agreement. Solicitor Lipson then reiterated Ed Overberger's sentiments of the Borough and Planning Commission having a checklist that the Authority should be part.

**D & M Construction Change Order #3:**

A Motion was made by Mr. Woehrle to approve Change Order #3 for the Pine Hill Generator Project. This is a time extension CO of 60 days with no cost addition. Mrs. Farrugia seconded the Motion and carried unanimously.

**D & M Construction Change Order #4:**

A Motion was made by Mrs. Farrugia to approve Change Order #4 for the Pine Hill Generator Project. The Change Order is to construct a work bench in the Pump Station. The amount of the CO is a \$497.00 increase in the contract. The Motion was seconded by Mr. Woehrle and carried unanimously.

**BOARD MEMBER TRAINING:**

Announcement that Christine and Karl are both signed up and going to participate.

**1395 Pocono Blvd.:**

Executive Director Klotz stated for the record, due to policy effected change, the property will be giving up 1 Commercial EDU for the property. They will maintain 1 Commercial EDU and 1 Residential EDU. No vote is

necessary as the owner paid for an inspection and the inspection verified two EDUs would be compliant.

**Penalty Abatement for m01235:**

A Motion was made to abate \$1,174.01 in charges on the account due to US Mail delays by Mrs. Farrugia. The Motion was seconded by Mr. Woehrle. A discussion then ensued discussing the details of the account. The provided uncashed check was crucial to the discussion. The Motion was passed unanimously to abate the amount of \$1,174.01 for the customer.

**Penalty Abatement for 000612:**

Executive Director Klotz presented the case for abatement. Board requested dollar amount of the ask as it is not included in the letter or backup documentation. The Board also requested further documentation of where the water was going before entertaining any consideration of abatement of charges.

**Penalty Abatement for 000482:**

Executive Director Klotz presented the case for abatement. Communication issue between title company and owner. No Action taken by the Board.

**WIN Conference Update:**

Board Member Farrugia went to a PMAA event for Innovation in Utilities for women. Mrs. Farrugia gave a brief update and discussed some of the presentations. Participating in local events and public outreach seems to be something MPMA is lacking.

**SOLICITOR:**

Solicitor Lipson differed his time to Executive Session.

**EXECUTIVE SESSION:**

There was an Executive Session to discuss contracts from 8:00pm until 10:10pm.

**ADJOURN:**

There being no further business to be discussed, the Meeting was adjourned at 10:10 pm.

Respectfully submitted,

Jonathan Klotz  
Mount Pocono Municipal Authority