

Mount Pocono Municipal Authority
Monthly Meeting
July 14, 2022

The monthly Meeting of the Board of Directors of the Mount Pocono Municipal Authority (the "Authority") was called to order by Chairman Matt Hensel at 7:15 pm. The following persons were in attendance: Matt Hensel, Board members Jeff Woehrle and Karl Davis (via Zoom), Executive Director Jon Klotz, Ed Overberger from Arro Engineering, Solicitor Scott Lipson, Office Accountant Alicia Hensel and Accountant Dean Cable of Lawrence Cable and Company. Absent from the Meeting is Board Member Adrien Bohdal. Chairman Hensel led the Pledge of Allegiance.

MINUTES:

Minutes of the June 9, 2022 regular monthly Authority Meeting were presented.

A Motion was made by Mr. Woehrle, seconded by Mr. Hensel, to approve the Minutes of the May 26, 2022 meeting as presented. Motion passed unanimously.

CHAIR REPORT:

Fitsimmons - Sheriff Sale.

Carol Fitsimmons (account 008201) was scheduled for Sheriff sale. 15 minutes before the sale was to start, she brought \$17,000 cash to the office. The sale was cancelled, but Ms. Fitsimmons still has a significant balance.

Board Vacancy.

Mr. Hensel reported that Adrien Bohdal had intended to resign from the Board due to an overloaded schedule. Mr. Hensel has attempted to contact Mr. Bohdal for a written resignation. Due to the number of times Mr. Bohdal has been absent from Authority Meetings, Mr. Hensel will request Mr. Bohdal's removal from the Board. Any Mount Pocono taxpayers are eligible to apply for Board membership.

TREASURER'S REPORT:

The Treasurer's Report was presented by Chairman Matt Hensel.

Bills to be Paid.

A Motion was made by Mr. Woehrle to pay the June 2022 bills, as well as July mid-month bills, in the total amount of \$133,422.16 as listed in the Treasurer's Report. The Motion was seconded by Mr. Davis and carried unanimously.

Transfer of Funds:

A Motion was made by Mr. Woehrle to approve the transfer of funds as listed in the Treasurer's Report in the total amount of \$38,020.27. Motion was seconded by Mr. Davis and passed unanimously.

COLLECTIONS:

Jon commented that there are new customer payment plans due to the shut-off letters being sent out. He noted he had denied a few customers who have failed in the past.

Jon mentioned that Karen Gordon, owner of accounts 006335 and 006338 had recently filed Chapter 13 bankruptcy. That information has been passed onto Solicitor Lipson's office.

EXECUTIVE DIRECTOR'S REPORT:

Jon presented proposals from Bergmann Architects (\$33,800) and Muhlenberg Greene (\$17,500). The proposals are for the addition to be built onto the existing WWTP office building. He noted he had received a third proposal, but it was cost-restrictive. Ed Overberger commented that Muhlenberg Greene raised the possibility of building the addition directly on top of the existing structure. This would minimize the amount of ground disturbance, which would be beneficial to the project. Jon also noted Muhlenberg Greene would be using Arro as civil engineer, as they have worked together before. The proposal from Bergmann includes costs for their own civil engineer.

A Motion was made by Mr. Woehrle, seconded by Mr. Davis to accept the proposal from Muhlenberg Green Architects for Architectural Conceptual/Schematic Design at a lump sum cot of \$17,500.00. Motion carried unanimously.

Ed Overberger reported Grant funds are expected to once again become available, and he is optimistic the Authority may qualify for some financial help with the addition project.

Jon reported that Rich Gannon noticed BFD failures and new BFDs will be purchased. Less expensive BFDs will enable the Authority to purchase extra to have on hand as needed.

Jon stated that on Tuesday July 12, the Borough of Mount Pocono Road crew was replacing stormwater lines and struck one of the Authority's sewer lines. Jon stated that he went on site and was give incorrect information, prompting him to notify Chairman Hensel. Repairs done by the Authority were at a cost of \$1,000, which will be forwarded on to the Borough for payment. Jon noted his frustration that Borough management was not notified until 24 hours after the incident occurred.

ACCOUNTANT REPORT:

Dean Cable presented the Financial Statements and Statement of Net Position. Copies are available from th3e Authority Office upon request.

ENGINEER REPORT:

Ed reported delivery of the Pine Hill pump station replacement generator is still expected in October. He noted the Notice to Proceed has been issued for the Inflow and Infiltration project. Jon stated the Pre-construction Meeting is being scheduled.

Ed commented the Board may wish to discuss the PMIPA in an Executive Session. No feedback from Brodhead Watershed Association on the Greenspace requirement. Ed noted the developer's agreement for the Clarius Park project has still not been executed. Resubmitted plans from Popeye's were received June 27th, and are currently under review.

Ed stated the WQM Permit renewal testing results have been received by BF Environmental, and the report is being prepared. NPDES Permit renewal is underway. That renewal is due to be submitted by December 31, 2022.

REQUEST TO WAIVE PENALTY:

Alessandra Miller of account 006395-0, is requesting penalties amounting to \$10.91 be waived. Ms. Miller made an on-time, online payment. The payment was returned by the processor with a reason of "account closed". Ms. Miller was not notified until after penalties had been assessed to her account. The account has maintained a history of on-time payments.

A Motion was made by Mr. Davis to waive penalties in the amount of \$10.91, due to the fact that there is no way to determine who is at fault for the returned payment. The waiver shall be done as a one-time courtesy to the account. Motion was seconded by Mr. Woehrle and carried unanimously.

ADJOURN:

There being no further business to be discussed, the Meeting was adjourned at 8:20 pm.

Respectfully submitted,

Suzan Hanc
Mount Pocono Municipal Authority