

Mount Pocono Municipal Authority
Monthly Meeting
September 8, 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 7:00 pm. The following persons were in attendance: Board members Jeff Woehrle, Christine Farrugia, and Alicia Hensel, Executive Director Jon Klotz, Dave Kee from Arro Engineering, Solicitor Scott Lipson, and Accountant Dean Cable of Lawrence Cable and Company. Board member Karl Davis is present via Zoom. Chairman Hensel led the Pledge of Allegiance.

MINUTES:

Minutes of the August 11, 2022 regular monthly Authority Meeting were presented.

A Motion was made by Mr. Davis, seconded by Mr. Woehrle, to approve the Minutes of the August 11, 2022 meeting as presented. Motion passed unanimously.

TREASURER'S REPORT:

The Treasurer's Report was presented by Treasurer Karl Davis.

Bills to be Paid/Mid-month Bills.

A Motion was made by Mr. Davis to pay the August 2022 bills in the total amount of \$109,274.06 as listed in the Treasurer's Report, as well as September mid-month bills. Executive Director Jon Klotz noted the mid-month bills may be higher due to the fact that the next Authority meeting is not until October 20. The Motion was seconded by Ms. Hensel and carried unanimously.

Transfers:

A Motion was made by Mr. Woehrle to approve the transfers as listed below:

Operating to Capital (Depreciation) **\$225,000.00**
Operating to ESSA (Debt Service) **\$72,450.00**
Operating to Payroll **\$42,486.67**

Motion was seconded by Ms. Hensel and passed unanimously.

COLLECTIONS:

Jon reported a new batch of liens will be processed after the latest batch of 10 day Shut letters are sent. He also noted some customers have been removed from payment plans.

EXECUTIVE DIRECTOR'S REPORT:

Jon commented on the dire situation in Jackson, MS and Flint, MI where there is limited access to reliable drinking water. He stressed the importance of funding depreciation specifically to avoid disasters like that in Mount Pocono.

Jon reported new WWTP employee Joshua Snook will be starting in the Laborer position on September 12, 2022. Jon noted the large pool of qualified candidates to apply, and looks forward to working with Joshua.

Jon noted he has not posted for the accountant position due to the fact that he wants to be sure he has enough time to devote to training the new office accountant properly. Chairman Hensel raised the possibility of getting a part-time, temporary employee in the meantime to help out.

ENGINEER REPORT:

Dave Kee from Arro reported the Pine Hill pump station generator delivery has been pushed from October to January, 2023. A no-cost Change Order for time extension will be needed. Dave stated he has just received the videos and repair recommendations from the I&I televising. He will review and concur/comment as necessary. He added that considering the age and size of the area televised, the repair recommendations numbered only 20-30.

Dave stated that the WWTP currently uses 7 pumps to move utility water, giving 7 chances of equipment failure. Plans are being made to replace the 7 existing pumps with 2 new pumps. Jon commented 4 of the existing pumps are relatively new and should have some resale value.

Industrial Discharge Program is still under development. Testing data has been entered into the EPA Headworks Analysis program, and additional data is being collected.

Nothing to report on the consent decree Greenspace requirement, as there has been no response from BWA regarding solicitor's correspondence.

Both Clarius Park and Popeye's have received conditional approval, upon execution of their respective "developer's agreements".

Water Quality Management Permit application was submitted August 19, 2022, and work continues on the NPDES Permit renewal.

A Warranty Review, and Warranty Meeting for the WWTP upgrade project are being scheduled with Sean McElroy from USDA.

PENALTY WAIVER REQUEST:

Ms. Patrick from account 006293-0 submitted a request to remove late fees in the amount of \$27.53. Ms. Patrick's payment was due April 30, but online payment was made May 1.

A Motion was made by Mr. Woehrle, seconded by Ms. Hensel, to grant Ms. Patrick's request. Motion failed, with all present voting "No". A written response will be sent to the customer outlining the Authority's late payment policy.

POOL OVERAGE WAIVER REQUEST:

Mr. Penn from account 000289-0 submitted a request to have overages due to his pool waived from several of his past sewer bills. Jon stated Mr. Penn has overages stemming from filling his pool during the Summer, as well as topping it off due to a leak since the Summer of 2021. In May, 2021 the Authority instituted a pool fill policy requiring customers to have the pool measured and inspected prior to adding water, as well as requiring an application and inspection fee. Mr. Penn did not turn in a pool fill application until just

this year. He is asking for waiver of overages on his sewer bills dated 9/30/21, 12/31/21, and 6/30/2022.

A Motion was made to waive overage surcharges in the amount of \$249.29 from the MPMA bill date 9/30/21. Motion was seconded by Ms. Farrugia and went to vote as follows:

Mr. Hensel: Yes Ms. Farrugia: Yes Mr. Woehrle: Yes Mr. Davis: No

Ms. Hensel: Yes

Motion passed by majority.

A Motion was made by Mr. Woehrle to waive overage surcharges in the amount of \$336.67 from the MPMA bill dated 12/31/21. Motion was seconded by Ms. Farrugia. Motion failed.

A Motion was made by Ms. Hensel, seconded by Ms. Farrugia to waive overage surcharges in the amount of \$61.68 from the MPMA bill date 6/30/22. Motion failed.

Chairman Hensel commented the possibility of seeing more overages than usual on upcoming bills due to the dry Summer conditions and watering of lawns.

ADJOURN:

There being no further business to be discussed, the Meeting was adjourned at 8:32 pm.

Respectfully submitted,

Suzan Hanc
Mount Pocono Municipal Authority