

Mount Pocono Municipal Authority
Monthly Meeting
October 20, 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 (present via Zoom) 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 (via Zoom), Solicitor Scott Lipson, and Accountant Dean Cable of Lawrence Cable and Company. Board member Karl Davis is absent. Chairman Hensel led the Pledge of Allegiance.

MINUTES:

Minutes of the September 8, 2022 regular monthly Authority Meeting were presented.

A Motion was made by Ms. Hensel, seconded by Ms. Farrugia, to approve the Minutes of the September 8, 2022 meeting as presented. Motion passed unanimously.

ACCOUNTANT'S REPORT:

Dean Cable presented the Authority Financial Statements and Independent Auditor's Report for Board review.

A Motion was made by Ms. Hensel to accept the Financial Statements and Auditor's Report as presented. The Motion was seconded by Ms. Farrugia, and passed unanimously.

TREASURER'S REPORT:

The Treasurer's Report was presented by Executive Director Jon Klotz in Treasurer Karl Davis's absence.

Bills to be Paid/Mid-month Bills.

A Motion was made by Mr. Hensel to pay the September 2022 bills in the total amount of \$420,374.60 as listed in the Treasurer's Report, as well as October mid-month bills. The Motion was seconded by Ms. Hensel and carried unanimously.

Transfers:

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

PSBT Capital to PLGIT Term	\$3,090,000.00
PLGIT Class to PLGIT Term	\$910,000.00
Operating to Payroll	<u>\$32,604.51</u>

Total Transfers	\$4,032,604.51
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Motion was seconded by Ms. Hensel and passed unanimously.

COLLECTIONS:

Jon reported that as some payment plan customers have been removed, several new customers have been added. Water terminations will be done in the next few weeks for those customers who still have not made payments. New liens will be processed soon as well.

EXECUTIVE DIRECTOR'S REPORT:

Jon mentioned the EPWPCOA award banquet will be held November 4. He has rented a van to drive out there and welcomed anyone who wanted to attend.

Jon reported on meetings with contractors regarding the Williams Pipeline project. MPMA will supply 3.1 million gallons of water for testing at a proposed rate of \$0.01/gallon on pickup, and \$0.015/gallon on return. He stated this is an excellent opportunity for the Authority to raise funds to help offset rising operating costs.

Jon stated he has been in discussions with our lab regarding cost increases due to potential changes in NPDES permitting requirements. These changes could increase our current costs dramatically, so it is imperative to be as prepared as possible.

Jon reported 18 Mountain Drive's construction plan has been approved by ARRO, and an EDU request has been submitted for a property at Knob and Knox.

Jon noted that there will be no increase for the coming year's health insurance rates.

Jon presented pricing quotes for both a snow removal blade and a utility snowblower and rear blade. He stated the upfront costs and maintenance of the utility snowblower is higher than the front blade, but it would last longer and cause less damage to the asphalt. Both quotes are from Marshall Machinery, as shipping costs from other suppliers are cost-prohibitive.

A Motion was made by Mr. Hensel to accept the quote for the snowblower and rear blade at a cost of \$11,650.00. Motion was seconded by Ms. Hensel and carried unanimously.

Account 070041.

Owner of 130 View Ct. Unit 101 (Kevin Kirkwood), had a water leak for several months. After being made aware of potential problems by MPMA staff, Mr. Kirkwood promptly had the leak repaired. He is asking for abatement of overage surcharges. Jon stated he advised Mr. Kirkwood more information will be needed to verify the account before that could be discussed. Jon is proposing penalty and interest be suspended pending a credit from PAW. Mr. Kirkwood is working with his tenant and has been keeping the Authority updated.

A Motion was made by Mr. Hensel, seconded by Ms. Farrugia, to hold penalty and interest on account 070041 until November 18, 2022. If Mr. Kirkwood can provide proof the water did not enter the sewer system, surcharge abatement can be discussed. Motion carried unanimously.

Request for EDU - Knob/Knox.

Jon presented a request for 1 residential EDU for property at Knob and Knox (tax ID 10.4.1.15) from Marcin Kania. Mr. Kania has also provided a check in the amount of \$2,300.00 for tap in fees.

A Motion was made by Mr. Hensel to approve Mr. Kania's request for EDU. Motion was seconded by Ms. Farrugia and passed unanimously.

Biros.

Jon presented a proposal from Biros Septic & Drain Cleaning for an increase to the current contract price paid by the Authority. Rising fuel and labor costs have caused the current contract prices to be deficient. Biros is proposing an increase of \$80.61 per load. Jon stated he has spoken to consultants, and all are in agreement that the proposed increases are fair.

A Motion was made by Ms. Farrugia to approve the proposal from Biros Septic and Drain Cleaning as presented. The Motion was seconded by Ms. Hensel and carried unanimously.

ENGINEER REPORT:

Dave Kee from Arro presented a Time Extension Change Order for the Pine Hill pump station generator, which now has an expected delivery date of January, 2023. There will be no costs associated with this Change Order.

A Motion was made by Mr. Hensel to approve the Time Extension Change Order as presented. Motion was seconded by Ms. Hensel and carried unanimously.

Dave presented Pay Application #1 in the amount of \$84,087.54 from Sewer Specialty Services for televising services. ARRO has reviewed the application and recommends approval.

A Motion was made by Mr. Hensel to approve Pay Application #1 as presented. The Motion was seconded by Ms. Hensel and carried unanimously.

Dave reported the final Inspection Warranty Meeting with Sean McElroy from USDA has been completed.

INVOICECLOUD:

Jon reported on conversations with InvoiceCloud. The Authority was considering using them as the payment processor to help facilitate an upgrade with Munilink. Jon stated the payment cap with InvoiceCloud was significantly lower than our current cap, while costs to the customer increased. At this time, the switch from our current processor is not feasible. Jon states that Munilink will be transitioning to Portal 2.0, which they have stated requires the InvoiceCloud platform to continue to have support. Jon is unhappy with this requirement, and will reach out to Munilink to see what other options are available.

ADJOURN:

There being no further business to be discussed, the Meeting was adjourned at 8:37 pm.

Respectfully submitted,

Suzan Hanc
Mount Pocono Municipal Authority