

Mount Pocono Municipal Authority
Monthly Meeting
November 10, 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, Board member Karl Davis (via Zoom), Executive Director Jon Klotz, Ed Overberger from Arro Engineering, Solicitor Scott Lipson, and Accountant Dean Cable of Lawrence Cable and Company (via Zoom). Chairman Hensel led the Pledge of Allegiance.

MINUTES:

Minutes of the October 20, 2022 regular monthly Authority Meeting were presented.

A Motion was made by Mr. Woehrle, seconded by Ms. Hensel, to approve the Minutes of the October 20, 2022 meeting as presented. Motion passed unanimously.

TREASURER'S REPORT:

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

Bills to be Paid/Mid-month Bills.

A Motion was made by Ms. Hensel to pay the October 2022 bills, including mid-month bills, in the total amount of \$117,879.31 as listed in the Treasurer's Report. The Motion was seconded by Ms. Farrugia and carried unanimously.

Transfers:

A Motion was made by Mr. Woehrle to approve the transfer to Payroll in the amount of \$32,120.78. Motion was seconded by Ms. Farrugia and carried unanimously.

COLLECTIONS:

Jon reported 8 customers had their water service shut for non-payment of sewer fees. Of those customers, 6 have already paid, and had service restored. He also reported one customer has a broken valve which prevents water from being turned off.

EXECUTIVE DIRECTOR'S REPORT:

Jon reported talks with InvoiceCloud have concluded, with the Authority opting to remain with the current payment processor. InvoiceCloud pricing is out of the budget, and an unnecessary cost at this time.

Jon stated MG Architects is sending over their drawings of the proposed WWTP addition to the Planning Commission for consideration. He stated he has already planned for temporary office space if needed.

Jon reported Matt Hensel and Jeff Woehrle met him at People's Security Bank to facilitate the transfer of funds to PLGIT.

Jon commented his thanks to Environmental Services for Ammonia Reagents and to Dave Unzicker at Hach for sending a loaner spectrometer while the Authority waited for a replacement.

Jon stated he had spoken to Mike Biros regarding the contract addendum, and Mr. Biros agreed to the terms.

ENGINEER REPORT:

Ed Overberger presented two grant opportunities. The PA Small Water and Sewer grant, which may have additional requirements for submission, and the H2O grant. The H2O grant funds could potentially be used for the screw-press solids handling project, which was initially out of budget without grant funds. Accountant Dean Cable recommended keeping MPMA costs on the project to under \$750,000. Ed is doing a new cost analysis, as he believes the costs have increased since the first analysis in 2019.

Resolutions were prepared, and presented for approval.

A Motion was made by Mr. Woehrle to approve a Grant request from PA Small Water and Sewer grant funds in the amount of \$150,000 for utility water system upgrade the WWTP. The Motion was seconded by Ms. Farrugia and passed unanimously.

A Motion was made by Mr. Davis to approve a Grant request from H2O PA in the amount of \$750,000 for a screw-press solids handling system. The Motion was seconded by Ms. Hensel and carried unanimously.

Jon noted a large rock in the sewer line at the corner of Seneca and Evergreen, under a freshly paved road. The line must be dug up to remove the rock. He is in discussions with the borough to repave the road after the repairs are made.

Ed reported no word on the WQM permit renewal submitted in August, NPDES permit renewal is in progress.

OFFICE UPDATE:

Jon stated temporary office facilities are being planned, should they be needed. Chairman Hensel stated that once the new office is open, it should remain closed to the public, with appointments available to customers. Ms. Farrugia recommended putting something in with customer bills with that information. Jon stated a flyer will be made with the pertinent information to be handed out by the borough, and included with new resident packets.

CHANGE OF ACCOUNT REQUEST:

Joseph Kramm and Ralph Nassif recently purchased 55 Kinney Ave. - account 000269-0, the former AIC building. They are requesting an EDU change from Commercial to Residential because the property is no longer operating as a business.

A Motion was made by Mr. Davis to approve the request for 55 Kinney Ave. account 000269-0 EDU change, contingent upon MPMA inspection. Motion was seconded by Ms. Farrugia and passed unanimously.

REQUEST FOR PENALTY WAIVER:

Andrew Mroczkowski, owner of a vacant lot at Hickory and Church account 005431-0 is requesting abatement of penalty for late payment. He notes history of on time payments, and states she sent a check October 14, but it has not been received as of today.

A Motion was made by Mr. Woehrle, seconded by Ms. Farrugia to grant Mr. Mroczkowski's request. Motion failed.

HOLIDAY PAY FOR WTP EMPLOYEES:

Jon stated that the observed holidays for Christmas are Friday 12/23 and Monday 12/26. This means there are employees working at the plant on Christmas Eve and Christmas Day for straight pay. Jon would like to see a future policy change to make the pay fairer for employees working on holidays observed on other days.

ADJOURN:

There being no further business to be discussed, the Meeting was adjourned at 8:40 pm. An Executive Session to discuss legal issues followed from 8:40-9:10 pm.

Respectfully submitted,

Suzan Hanc
Mount Pocono Municipal Authority