

Mount Pocono Municipal Authority
Monthly Meeting
December 8, 2022

The monthly Meeting of the Board of Directors of the Mount Pocono Municipal Authority (the "Authority") was called to order by Vice-Chair Jeff Woehrle at 7:00 pm. The following persons were in attendance: Board members Christine Farrugia, Alicia Hensel, and Karl Davis, and Executive Director Jon Klotz. Ed Overberger from Arro Engineering, Solicitor Scott Lipson, and Accountant Dean Cable of Lawrence Cable and Company were all present via Zoom. Chairman Matt Hensel was absent. The Pledge of Allegiance was led by Jeff Woehrle.

MINUTES:

Minutes of the November 10, 2022 regular monthly Authority Meeting were presented.

A Motion was made by Mr. Davis, seconded by Ms. Hensel, to approve the Minutes of the November 10, 2022 meeting as presented. Motion passed unanimously.

TREASURER'S REPORT:

The Treasurer's Report was presented by Executive Director Jon Klotz. He noted payroll totals are higher due to holiday bonuses and pay-outs for comp time.

Transfers:

A Motion was made by Ms. Hensel to approve the transfer to payroll in the amount of \$38,798.88. Motion was seconded by Ms. Farrugia and carried unanimously.

Bills to be Paid/Mid-month Bills.

A Motion was made by Mr. Davis to pay the November 2022 bills, including mid-month bills, in the total amount of \$73,932.49 as listed in the Treasurer's Report. The Motion was seconded by Ms. Alicia and carried unanimously.

COLLECTIONS:

Jon reported he has spoken to Scott regarding several accounts that will be forwarded to his office for collection enforcement.

EXECUTIVE DIRECTOR'S REPORT:

Jon reported an issue with Eastern Pump & Irrigation not calling or showing up to a scheduled shut-down of the spray irrigation system. This caused major upset, as other contractors had coordinated to be present that day. Jon stated Reasonable Outdoors was able to come out and perform the work originally scheduled for Eastern Pump & Irrigation. He stated Reasonable Outdoors would be able to fulfill further projects that would have been give to the other vendor.

Jon stated Covid testing of raw influent has begun. If results are publicly available, he will share them with the Board.

Jon presented a GIS Asset Management Proposal from Colliers Engineering for Board consideration. He stated no decision is needed at this time, however he wanted the Board to have time to look over the proposal. He noted the price includes Cartegraph Asset Management software.

Jon presented a price quote from SMF for a 2021 Dodge Ram truck for the WWTP, which is not COSTARS pricing. He is working to find better pricing.

ENGINEER REPORT:

Ed Overberger reported the Pine Hill pump station generator has been delayed another 30 days.

Ed stated that repair costs to the broken pipe discovered on Church Ave during the I&I maintenance is being factored. He is hopeful some repairs can be completed with remaining grant funds. He reported Jon is completing an application for a Small Water System grant for the WWTP pump project.

Ed recommended the Authority request a Land Development waiver for the building addition onto the current WWTP offices. He stated ground disturbance will be nominal. MG Architects have prepared sketch drawings, which Jon and Ed will present to the Borough Planning Commission.

Brodhead Watershed Association has yet to respond to correspondence regarding the Greenspace requirement. Solicitor Lipson recommends this be discussed before the next monthly meeting.

ENGAGEMENT LETTER – LAWRENCE CABLE & CO.:

Jon presented the engagement letter for accounting services. It outlines accounting duties and hourly rates. The letter will be forwarded to Chairman Hensel for signature.

BOARD VACANCY:

Alicia Hensel stated her term as Board member was ending on December 31, 2022. She has opted not to renew her term; therefore, a Board member post will be available January 1, 2023.

SOLICITOR:

Solicitor Lipson is building a strategy to aggressively pursue some customers who have seriously delinquent account. He reported there are many different categories with collections, and some accounts are more complicated than others.

ADJOURN:

There being no further business to be discussed, the Meeting was adjourned at 8:10 pm.

Respectfully submitted,

Suzan Hanc
Mount Pocono Municipal Authority