

Mount Pocono Municipal Authority
Monthly Meeting
February 9, 2023

The monthly Meeting of the Board of Directors of the Mount Pocono Municipal Authority (the "Authority") was called to order by Chairperson Matthew Hensel at 7:00 pm. The following persons were in attendance: Board members Christine Farrugia, Jeff Woerhle, Executive Director Jon Klotz, Ed Overberger from Arro Engineering, Solicitor Scott Lipson, and Randy Altemose, Mount Pocono Mayor. Board member Karl Davis and Accountant Dean Cable of Lawrence Cable and Company were present via Zoom. The Pledge of Allegiance was led by Chairperson Hensel.

MINUTES:

Minutes of the January 12, 2023 regular monthly Authority Meeting were presented.

A Motion was made by Mr. Davis, seconded by Ms. Farrugia, to approve the Minutes of the January 12, 2023 meeting as presented. Motion passed unanimously.

TREASURER'S REPORT:

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

Bills to be Paid/Mid-month Bills.

A Motion was made by Mr. Woerhle to pay the January 2023 bills, including mid-month bills, in the total amount of \$114,176.83 as listed in the Treasurer's Report. The Motion was seconded by Ms. Farrugia and carried unanimously.

Transfers:

A Motion was made by Mr. Woerhle to approve the transfer to payroll in the amount of \$43,958.51. Motion was seconded by Ms. Farrugia. Executive Director Klotz noted that the normal impress amount has been \$55,000.00 of the monthly payroll balance. This month was presented at a \$65,000.00 impress amount for the anticipated increased salary, being fully staff starting the following week. Jon also requested a motion be made following to continue the monthly impress amount of \$65,000.00. The Motion carried unanimously.

Impress Payroll Account Amount Change:

A Motion was made by Ms. Farrugia to increase the monthly impress amount of the payroll account from \$55,000.00 to \$65,000.00 to be presented to the Board on future Treasurer's Reports. The Motion was seconded by Mr. Davis. The Motion carried unanimously.

COLLECTIONS:

Jon reported he and Suzan have been collecting data for a new round of judgements. The Executive Director stated that Solicitor Lipson will have some actionable items for the Board in his report. Jon commented that three customers were removed from the payment plan program for non-payment and he hopes to work with Stephanie and Suzan to get the list formalized to be forward to the legal team.

EXECUTIVE DIRECTOR'S REPORT:

Jon began his section of the meeting with an overview of the issues needed to discuss: The Covid Report Update, potential Solar Field Project, Sludge Bid Authorization, and the Office location issue.

SLUDGE BID PROCESSING:

A Motion was made by Karl Davis authorizing the Executive Director to prepare, submit, and open the sludge bidding process via the PennBid platform. The Motion was seconded by Mr. Woerhle and carried unanimously.

Jon then presented the Sars-2 Covid report update. Chairperson Hensel stated that the reports have been requested by a local publication. The publication is receiving the reports and was given a statement by the Municipal Authority. Specifying, that the sampling does not affect or disturb any processes for the sanitary sewer and it is done at no cost to the residents.

Mr. Klotz then discussed the potential of a solar field project with Solar Renewable Energies. SRE has partnered with PA Rural Water for lesser cost out-of-pocket projects for smaller to medium sized municipal organizations. Accountant, Dean Cable raised some concerns to process prior to proceeding with the project. A representative from SRE will be invited to a future meeting for a more in-depth question and answer for the Board and public.,

There was a lengthy conversation about the MPMA Office and rental space in the Borough Building. Executive Director stated that there is a need for a safe, secure, singular entity office for the Municipal Authority. Mayor Altemose attended to speak on behalf of the Borough Council. Ms. Farrugia voiced concerns of payment between entities as a cost to residents. After the conversations ended, Chairperson Hensel proposed a Facilities Committee to report back to the entire Board on discussions with advisors.

FACILITIES COMMITTEE:

A Motion was made by Ms. Farrugia to Originate and Appoint Board Member Jeff Woerhle to the Facilities Committee. The Committee will investigate the office situation and any other future needs regarding real properties or real estate as they arise. The Committee will also work with advisors on current property needs. The Motion was seconded by Mr. Hensel. There was then a discussion on the actual need for a committee. The Motion then passed unanimously.

ENGINEER REPORT:

Ed Overberger reported the Pine Hill pump station generator has been built and should be shipping soon. Once ARRO gets confirmation of the shipping, they will reach out to D&M Construction for another kick off meeting since the project has been delayed so long.

Ed brought with a new pay application for the I&I maintenance project to Sewer Specialty Service. This is the final pay application. Pay Application #2 in the amount of \$9,343.06. Mr. Overberger stated that Dave Kee at his office has reviewed the pay application and has approved it for payment. The payment is for the retainage of the project and closes it out.

SEWER SPECIALITY SERVICE – PAY APPLICATION #2:

A Motion was made by Mr. Woerhle to approve Pay Application #2 for the I/I Maintenance Project in the amount of \$9,343.06. The Motion was seconded by Mr. Davis and passed unanimously.

Executive Director Klotz commented that a check was not made in the Bills Packet for this project. Mr. Klotz will prepare the check along side of the Mid-Month bills.

Ed mentioned ongoing projects such as the Industrial User Document, Building Addition/Office Relocation, TRE Reporting, and the ongoing permitting efforts of the NPDES and WQM.

Ed then discussed Popeyes development. Jon brought up that construction has already started. Solicitor Lipson stated he will reach out to the developer on the status of the developer's agreement.

Mr. Overberger then stated the progress and discrepancies with the H2O Grant. Jonathan and ARRO have been in contact with the reviewers at DCED. They have instructed us on the specificity of the guidelines. MPMA is allowed to request more funds for the potential project. ARRO is recommending the Board rescind the previous resolution and sign a new resolution upping the dollar amount ask from \$750,000.00 to 928,402.00.

RESOLUTION 02092023:

A Motion was made by Mr. Woerhle to rescind RESOLUTION 12082022 and adopt RESOLUTION 02092023. The Motion was seconded by Ms. Farrugia and carried unanimously.

BOARD MEMBER TRAINING:

Jon urged the Board to attend the options made available. Specifically, PMAA's option for Board Members. It was a great presentation with a lot of information.

BOARD VACANCY:

There has been no movement on the vacant position. Mr. Klotz asks Mr. Hensel to potentially make a social media post to stir up any potential interest.

SOLICITOR:

Solicitor Lipson presented three customers for civil action; Swan/Adams, Kouadio, and Fernando. Each case presents some challenges. Solicitor Lipson recommends working with Jonathan and the MPMA Office on each situation to come up with the best solution. The Solicitor did mention, filing the claims cost money and left time for Board and Public to comment on any expenses. None were heard.

EXECUTIVE SESSION:

There was an Executive Session to discuss contracts from 8:40pm until 10:05pm.

ADJOURN:

There being no further business to be discussed, the Meeting was adjourned at 10:08 pm.

Respectfully submitted,

Jonathan Klotz
Mount Pocono Municipal Authority