

Mount Pocono Municipal Authority
Monthly Meeting
May 26, 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 11:00 am. The following persons were in attendance: Matt Hensel, Karl Davis, Executive Director Jon Klotz, and Office Accountant Alicia Hensel. Board member Jeff Woehrle, Accountant Dean Cable, Ed Overberger from Arro Engineering, and Solicitor Scott Lipson are present via Zoom. Also present via Zoom is Community resident Tom Ford. Absent from the Meeting are Board Members Michael Penn and Adrien Bohdal. Chairman Hensel led the Pledge of Allegiance.

MINUTES:

Minutes of the April 14, 2022 regular monthly Authority Meeting were presented.

A Motion was made by Mr. Davis, seconded by Mr. Woehrle, to approve the Minutes of the April 14, 2022 meeting as presented. Motion passed unanimously.

CHAIR REPORT:

2022/2023 Authority Budget.

Two budgets were presented for Board review: one with a \$68/year rate increase, and one with an \$88/year increase. Accountant Dean Cable stated the budgets show expected expenditures and the rates required to meet those expenditures. Executive Director Jon Klotz added the major factors in these proposed rate increases are increases to both cost and consumption of energy, as well as required changes to personnel pay to ensure continued compliance. Jon also stated the Authority sludge hauling contract is expected to cost significantly higher than previous.

Chairman Hensel stated that the increase is necessary and that as prices go up on all products and services, the Authority's costs increase as well. The approved budget will be submitted to USDA. Jon will compose a Resolution outlining the increase to sewer rates, to be presented at the June Authority meeting.

A Motion was made by Mr. Woehrle to accept the 2022/2023 Budget with a rate increase of \$88/year. The Motion was seconded by Mr. Davis and carried unanimously.

Chairman Hensel thanked Jon, Mr. Cable, and Ms. Hensel for all the time and effort they put in to the Authority budgets. He also noted that the upcoming rate for Commercial sewer will be \$449.00 per quarter.

TREASURER'S REPORT:

The Treasurer's Report was presented by Chairman Matt Hensel.

Bills to be Paid.

A Motion was made by Mr. Woehrle to pay the bills in the total amount of \$81,074.72 as listed in the Treasurer's Report. The Motion was seconded by Mr. Davis and carried unanimously.

A Motion was made by Mr. Woehrle to pay the mid-Month bills in May in the total amount of \$63,264.29.

Transfer of Funds:

A Motion was made by Mr. Woehrle to approve the transfer of funds as listed in the Treasurer's Report in the total amount of \$29,710.18. Motion was seconded by Mr. Davis and passed unanimously.

COLLECTIONS:

Ms. Hensel noted 37 day shut off letters will be mailed in the next week. She anticipates more customers requesting payment plans. She also stated she will be filing a new round of liens the end of June.

EXECUTIVE DIRECTOR'S REPORT:

Jon reported there was an employee out on short term disability and thanked the administrative staff for a smooth process. Jon noted lab costs are increasing due to industrial park sampling, as the volume of samples increases as well. He also stated TeamLogic IT is working to get the Authority's domain established. He urged the Board to let the office know ASAP if they had any ideas for domain names. He also stated he hopes to have something to present at next month's meeting regarding the architect for the WWTP building addition.

ENGINEER REPORT:

Ed reported he only has one action item needing vote. He is asking the Board to appoint someone to sign the Pine Hill pump station generation time extension Change Order. There is no monetary value to the Change Order, it just provides for the additional lead-time required for the generator.

A Motion was made by Mr. Woehrle to authorize Jon Klotz to sign the time extension Change Order for the Pine Hill pump station generator. The Motion was seconded by Mr. Davis and passed unanimously.

Ed Overberger left the meeting to attend to other matters.

MEETING TIMES:

Mr. Hensel raised the possibility of changing the day/time of the monthly meeting. He stated a physical quorum is not needed, and that meetings can be held via Zoom to facilitate attendance. The possibility of rescheduling will be discussed at a future meeting.

FAIRVIEW LAKE CAMP:

Mr. Davis inquired about whether the Authority might be interested in remediating the Fairview Lake Camp property as a way to give back to the community. The property is over 20 acres and would make a great park/nature area with walking trails and water features. Mr. Hensel stated this can be discussed at the next authority work session. Jon says he knows the property was approved for FEMA grants, and this is something that will be checked out further.

SOLICIOR:

Solicitor Lipson reported his office has been dealing with Carol Fitzsimmons regarding the upcoming Sheriff Sale of her property. The Authority staff no longer needs to take her phone calls. He also reported he is awaiting a final signature, and the outcome of the Authority litigation will be released for public consumption.

ADJOURN:

There being no further business to be discussed, the Meeting was adjourned at 12:08 pm.

Respectfully submitted,

Suzan Hanc
Mount Pocono Municipal Authority