

Mount Pocono Municipal Authority  
Monthly Meeting  
June 9, 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 7:00 pm. The following persons were in attendance: Matt Hensel, Board members Jeff Woehrle and Karl Davis, Executive Director Jon Klotz, Ed Overberger from Arro Engineering, and Solicitor Scott Lipson. Present vis Zoom are Office Accountant Alicia Hensel and Accountant Dean Cable of Lawrence Cable and Company. Absent from the Meeting is Board Member Adrien Bohdal. Chairman Hensel led the Pledge of Allegiance.

**MINUTES:**

Minutes of the May 26, 2022 regular monthly Authority Meeting were presented.

A Motion was made by Mr. Davis, seconded by Mr. Woehrle, to approve the Minutes of the May 26, 2022 meeting as presented. Motion passed unanimously.

**CHAIR REPORT:**

**Board Vacancy.**

Chairman Hensel reported that Michael Penn has been removed from the Board by Borough Council. Mr. Hensel requested his removal due to excessive absences from Authority Meetings. Adrien Bohdal is also expected to submit his resignation from the Board, leaving 2 vacancies. Interested parties should send a letter of interest to the Borough. Mr. Hensel thanked those who regularly attended the meetings, and staff who prepare for the meetings.

**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 May 2022 bills in the total amount of \$14,416.84 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 June 2022 in the total amount of \$43,579.65.

**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 \$326,826.14. 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 after the shut offs have been completed. Jon noted that there have been customers removed from payment plans for non-payment, but anticipates more requests for new payment plans for customers looking to avoid water termination.

**PMIMPA DELINQUENT ACCOUNT:**

The Pocono Mountains Industrial Park has a delinquent balance going back over a year, from an invoice they failed to pay. Subsequent payments submitted indicate they are to be applied to the most recent invoice, leaving the remaining balance accruing interest and unpaid. Jon Klotz will send a letter to PMIMPA regarding the delinquency and asking their intention.

**EXECUTIVE DIRECTOR' S REPORT:**

Jon reported he had an extremely busy month and was not in his office very much. He presented lab reports and Effluent testing summary, with nothing major of note. He stated that the main motive pump is experiencing some trouble way in advance of its scheduled maintenance so that is being monitored closely. Jon is checking into possible replacements, Jon was pleased to announce the plant and its crew have been nominated for an Operation & Maintenance Excellence award. He is proud of the hard work from the plant staff. Jon also noted he has valve replacement scheduled within the next few days.

**RESOLUTION 06092022:**

A Motion was made by Mr. Woehrle to increase the sewer rates as listed in Resolution 06092022 (attached). Motion was seconded by Mr. Davis and carried unanimously

**DOMAIN NAME FOR THE MUNICIPAL AUTHORITY:**

A Motion was made by Mr. Davis to purchase the domain name MPMA.PA.ORG, if available. The Motion was seconded by Mr. Woehrle and carried unanimously.

**ENGINEER REPORT:**

Ed reported the time extension Change Order for the Pine Hill Pump Station generator has been completed. He also commented that Clarius Park had been given approval in March 2022, but no further information has been received on their behalf.

He presented the I/I televising and cleaning low bid from Sewer Specialty Services in the amount of \$125,447.60. All documents have been reviewed, and are in order.

A Motion was made by Mr. Davis, seconded by Mr. Woehrle, to accept the bid from Sewer Specialty Services. Motion carried unanimously.

Ed stated the NPDES permit application has been submitted.

**LETTER OF ENGAGEMENT:**

A Motion was made by Mr. Davis to accept the letter of engagement from Lawrence Cable & Co to perform the yearly audit. Motion was seconded by Mr, Woehrle and passed unanimously.

Jon noted that Board members need to be scheduled for a compliance meeting, and he will get that set.

**ADJOURN:**

There being no further business to be discussed, the Meeting was adjourned at 7:48 pm.

Respectfully submitted,

Suzan Hanc  
Mount Pocono Municipal Authority