

Mount Pocono Municipal Authority
Monthly Meeting
June 8, 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 Matthew Hensel, Jeff Woehrle, Executive Director Jon Klotz, Solicitor Scott Lipson, Office Accountant, Stephanie Rodgers, property owners Paul Fratecangeli, Nancy White, and Ann Marie Harris, Mount Pocono Borough Council member and resident. Accountant Dean Cable of Lawrence Cable and Company, Ed Overberger, from ARRO Consulting, and Board Member Christine Farrugia were present via Zoom. The Pledge of Allegiance was led by Chairperson Hensel.

MINUTES:

Minutes of the May 11, 2023 regular monthly Authority Meeting were presented.

A Motion was made by Mr. Woehrle, seconded by Ms. Farrugia, to approve the Minutes of the May 11, 2023 meeting as presented. Motion passed unanimously.

SUBLIC PARTICIPATION:

1 Knob Road, Account 000612:

Paul Fratecageli and Nancy White spoke on behave of the owner of the property. Due to a documented leak by a licensed professional plumber, the property owner is requesting an abatement of surcharges due to excess usage from 1Q23 Sewer Service. A presentation was made by the representation on the nature of leak. Questions were asked by MPMA Board Members relating to the leak and the MPMA Policy. Chairman Hensel noted that the property owner's behavior toward MPMA staff members has been unacceptable and the staff is on duty to assist customers. Representation agreed the owner could have handled things better and would make further mention of the concern.

A motion to approve the abated to the account upon the Executive Director having a conversation with the plumber on record that the affidavit is specific to the leak. If confirmed, adjustment to the account in the amount of \$1965.60 will be made. The motion was made by Mr. Woehrle and seconded by Ms. Farrugia. The motion carried unanimously.

ACCOUNTANT REPORT:

Accountant Dean Cable, from Lawrence, Cable, & Associates, presented the audit engagement letter. Briefly, Board discussed the need for the audit.

A motion was made to approve the acceptance of the Engagement Letter was made by Mr. Woehrle and seconded by Mrs. Farrugia. The motion carried unanimously.

TREASURER'S REPORT:

The Treasurer's Report was presented by Chairman Hensel.

Bills to be Paid/Mid-month Bills.

A Motion was made by Mr. Woehrle to pay the May 2023 bills, including mid-month bills, in the total amount of \$81,487.34 as listed in the Treasurer's Report. The Motion was made by Mr. Woehrle and seconded by Ms. Farrugia and carried unanimously.

Transfers:

A Motion was made by Mr. Woehrle to approve to the transfer of \$226,500 from People's to PLGIT and PLGIT to PLGIT of \$100,000 for a total of \$326,500 for Capital. The motion was seconded by Mrs. Farrugia and carried unanimously.

Executive Director Klotz mentioned there is a listing for \$694,000 transfer listed. The Board did not need to vote for a reinvestment of funds. However, he felt compelled to list it on the report.

Payroll funds in the amount of \$9,653.58 motion was made by Mr. Woehrle. The motion was seconded by Ms. Farrugia. The Motion carried unanimously.

COLLECTIONS:

The Executive Director stated that Solicitor Lipson has continued pursuit of some delinquent accounts. Jonathan reported that Stephanie compiled a new set of liens that have been presented for signature and were included on the Bills to Be Paid report. No accounts were removed from the Payment Plans list.

EXECUTIVE DIRECTOR'S REPORT:

Mr. Klotz presented Resolution 06082023. This resolution codifies the rates for the budget vote made the previous month. This resolution will confirm the new rates as \$280 per quarter per EDU for Residential and \$465 per quarter per EDU.

Mr. Woehrle makes the motion to approve the resolution and a second was made by Mrs. Farrugia. Executive Director Klotz explained the main influences that attributed to the rate increase. Sludge hauling, payroll, and the new utility truck were the main factors. A vote was taken and the motion carried unanimously.

Jonathan then did present the macroinvertebrate study performed April 28, 2023. A long conversation ensued. Executive Director Klotz explained a lot of the technical data to the Board and public. He also conveyed the concern of the October date by the scientific group. By the historical data, the scientific group believes the fall testing to be later in the season.

ENGINEER REPORT:

Ed Overberger reported the Pine Hill pump station generator project has started. There was a delay due to a necessary inspection by the Borough. However, permits were obtained and the work is proceeding.

Mr. Overberger mentioned the grants that were submitted by MPMA and ARRO Consulting. No determinations have been made. No expected date to be announced.

Ed continued with a discussion of the Fairview Ave. storm water culvert replacement project with PennDOT. Ed and Brad Smith are going to be looking at the plan set and commenting on the plans. Right now the project is planned to go out to bid January of 2024.

ACCOUNT 070032:

Account holder requests abatement on the account of \$27.00 and postage amount of \$0.60. The customer sent a bank withdraw slip previous to the April 30th cutoff date. Customer provided documentation of the bank withdraw. A motion is made by Mr. Woehrle to grant the abatement and is seconded by Ms. Farrugia. That motion carried unanimously.

ACCOUNT 000858:

Account holder requests abatement of overages charges of \$848.40 from the 1Q23 invoice due to an outside leak. The customer presented pictures and documentation of the water leak. The water did not reach the sewer system. A motion is made by Mr. Woehrle and seconded by Ms. Farrugia to waive the surcharge fees. The motion carried unanimously.

ACCOUNT 000713:

Mr. Klotz presented customer information on a broken water heater. The broken water heater caused large overages to the account. The customer presented pictures and invoices for the repair and purchase of a new water heater. The dates correlate. Customer has maintained regular billing while overage amount was in dispute. PAW credited the account for \$925.60. However, there is an overage amount remaining of \$3480.40 on the account. Request to abate that amount is made in motion by Mr. Woehrle and seconded by Mrs. Farrugia. The motion carried unanimously.

ACCOUNT 000354:

Mr. Klotz presented an email from the account holder daughter. The account was delinquent by a day. Customer claimed to not have gotten a bill. When realized the bill was not received, they paid the payment immediately. Customer requests \$27.60 be abated. A motion was made to adjust the penalty on the account by Mr. Woehrle. The motion was seconded by Mrs. Farrugia and carried unanimously.

Jonathan presented a letter from a credit card processor. NCR, who is the processing company for the MuniLink portal. Mr. Klotz reported that he worked with NCR on the cost. He intended to present a \$0.50 increase. However, after speaking with multiple representatives from NCR, Jonathan was able to lock an increase of \$0.25 per transaction. Mr. Klotz requested a Board vote for the increase.

A motion was made by Mr. Woehrle and seconded by Mrs. Farrugia. The motion carried unanimously.

For remaining new business there was a discussion on advancing the MPMA website and updating the schedule of fees. Solicitor Lipson went into some detail on what changes need to be made to the policy.

SOLICITOR:

Attorney Scott Lipson reports on three major accounts and proceeding with gaining service on those accounts. Kaudio, Fernando, and Swan are the accounts in discussion. Scott's office is working with the MPMA office to

ensure all contacts are active. Serving the owner or owners is the difficulty in moving forward. Furthering the discussion, Board of Directors and Executive Director discuss the Borough's proposed renter move-out ordinance can positively affect these issues.

EXECUTIVE SESSION:

An Executive Session was called by Chairman Hensel. The Executive Session was held to discuss contracts and legal.

ADJOURN:

There being no further business to be discussed, the Meeting was adjourned at 9:38 pm.

Respectfully submitted,

Jonathan Klotz
Mount Pocono Municipal Authority