

Mount Pocono Municipal Authority  
Regular Meeting  
July 13th, 2023

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 7:03 p.m. The following people were in attendance: Matt Hensel, Jeff Woehrle, Christine Farrugia, Executive Director Jon Klotz, Ed Overberger from Arro, Solicitor Scott Lipson, and Accountant Dean Cable. Treasurer Karl Davis arrived at about 7:30 pm. Also in attendance Mount Pocono Borough Council member AnnMarie Harris, Office Accountant Stephanie Rodgers, and Administrative Assistant Alexandria Patrick. Chairman Hensel led the Pledge of Allegiance.

**MINUTES:**

Minutes of the June 8th, 2023 regular monthly Authority Meeting were presented.

A Motion was made by Ms. Farrugia, seconded by Mr. Woehrle, to approve the Minutes of the June 8th, 2023 meeting as presented. Motion passed unanimously.

**Accountant Report:**

There was no quarterly financial statement to be presented.

**TREASURER'S REPORT:**

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

**Bills to be Paid.**

A Motion was made by Ms. Farrugia to pay the bills in the total amount of \$98,512.25 as listed in the Treasurer's Report. The Motion was seconded by Mr. Woehrle and carried unanimously.

**Payroll Transfer:**

Prior board approved transfers were made. The board notified that transfers were complete.

**Operating to payroll:**

A motion was made by Ms. Farrugia to pay the bills in the total amount of \$55,490.75 as listed in the Treasurer's Report. The Motion was seconded by Mr. Woehrle and carried unanimously.

**COLLECTIONS:**

The lien list and customer payment plans were discussed. Majority of the customers on the lien list have been previously enrolled in a customer payment plan and have become delinquent. Mr. Lipson will be working with the Executive Director and office staff to review and revise collection policies to present at next month's board meeting.

Water shut-off to delinquent customers was discussed. Water shut-off will begin Monday July 17<sup>th</sup>, 2023. Question raised about customers unable to be

shut-off due to circumstances such as having a well. Multiple avenues are being investigated and will be discussed in the future for possibility of terminating lateral lines to homes to shut-off sewer. This will be investigated further with engineer Mr. Overberger and attorney Mr. Lipson.

**EXECUTIVE DIRECTOR'S REPORT:**

There was no solids report presented.

Jon brought attention the possibility of selecting a delegate for the PMAA's annual conference from September 17<sup>th</sup> to the 20<sup>th</sup> at Kalahari. A motion was made by Mr. Davis to appoint executive director Jon as delegate for this event and was seconded by Ms. Farrugia and carried unanimously.

SARS Co-v2 report discussed viruses in wastewater trending down.

Executive director provided an article regarding best practices for billing short term rentals to help guide making informed policy/billing amendments. Revising policy working in tandem with the borough on short-term rentals switching from a residential EDU to a commercial EDU was also considered. This will further be discussed in the future as Borough makes permitting/zoning.

The MPMA website was discussed, looking for recommendations/referrals for new consultant due to ongoing frustration with the pace of the current contractor.

**ENGINEER REPORT:**

Ed disclosed that for the Pine Hill Pump Station, the contractor has scheduled the conversion to the new generator for July 17<sup>th</sup> and Arro will have a RPR on site to be present. The contractor will have a training session with Mount Pocono Authority staff on generator and pump function.

Engineer stated that the grant applications for WWTP pumps and the Solids Handling System are submitted and are awaiting response.

ARRO is continuing communication with the standing committee of the Industrial Park System regarding the Asset Transfer Agreement.

For the PennDot Fairview Avenue Culvert Project, Brad Smith from ARRO will assist MPMA in design review and project progress.

**New Business:**

**Request for surcharge abatement Account# 000010**

Mr. Klotz presented two emails from the owner of 647 Belmont Avenue. The owner stated that a radiator pipe burst in the home in November, and both emails included details about the incident, pictures, and bills regarding the incident. At the time of the incident, the home was not rented and the owner resides in California.

A motion was made by Mr. Woehrle, seconded by Ms. Farrugia and carried unanimously to approve the surcharge abatement of \$1,573.60.

**Request for surcharge abatement Account# 000306**

Mr. Klotz presented an email from the owner of 87 Knox Street. The owner stated that they had installed an automatic sprinkler system to water three

separate areas at the home. There were no receipts or measurement of usage at the time of the incident. The board will be willing to entertain any future abatement requests, provided if the customer installs a separate meter for the sprinkler system to measure the usage. The separate water meter installation will be at the cost to the customer, and would be in line with current garden center policies in place.

A motion was made by Mr. Woehrle, seconded by Ms. Farrugia. All were opposed and the request was denied.

**Old Business:**

Nothing to report.

**Solicitor:**

Nothing to report.

**ADJOURN:**

There being no further business to be discussed, the Meeting was adjourned at 8:32 pm. The Board then retired into Executive Session with no Motions made afterwards. Executive session concluded at 9:26pm.

Respectfully submitted,

Alexandria Patrick  
Mount Pocono Municipal Authority