

## Meeting Minutes Franklinton Borough Municipal Authority January 8, 2025

Meeting called to order by M. Adams at 6:30 PM

Board Members present: President M. Adams, D. Isenberg, D. Swab, G. Franks and D. Steidler

Municipal Authority Staff present: Solicitor B. Kern, Engineer P. Brath, Water Operator J. Scrivens, Secretary/Treasurer K. Taylor

Visitors: Mayor J. Adams, Nicole Marzzacco

A motion to accept December meeting minutes as presented was made by Doug Isenberg. Matt Adams seconded, and the motion carried.

Operator Report by John Scrivens – everything okay. Expect a bill for chemicals ordered.

Solicitor Report – Bid packet prepared for Landscaping Maintenance Services Contract from March to November for mowing, weed whacking and blowing of grass off the sidewalk. Board desires contractor to bill cost per service, not cost per month, and to submit a monthly invoice.

Matt Adams made a motion to approve the Landscaping Maintenance Services Contract bid packet for advertisement with changes made. Grace Franks seconded and the motion carried.

Engineer – reports USRDA was contacted about grants. Will be filling out a questionnaire and scheduling a TEAMS meeting. Worked on the Uninterrupted Service Plan, but needs to find the Met Ed Emergency Hotline number. Also working with electrical engineers to size the generators needed for the backup generator project.

December Treasurer Report presented with account balances, receivables, and disbursements. A motion to accept the Treasurer Report was made by Dave Steidler. Dustin Swab seconded, and the motion carried.

A motion to pay the bills was made by Grace Franks. Doug Isenberg seconded, and the motion carried.

Old Business –

A motion was made to approve the signing of 5-year contract for MuniBilling Software subscription at \$301.50/mo by Doug Isenberg. Grace Franks seconded the motion and it carried.

New Business –

Matt Adams made a motion to approve the advertisement of bid packet for the On Call contract for Asphalt Road repair for the Authority. Dave Steidler seconded the motion and it carried.

Doug Isenberg made a motion to approve the Tri-Star Instrumentation Calibration & Maintenance Contract. Dave Steidler seconded the motion and it carried.

Matt Adams made a motion to approve the yearly payment of \$1,200.00 to the backup operator Swopes Waste Water. Dave Steidler seconded the motion and it carried.

Matt Adams made a motion to adjourn the meeting at 7:06 PM. Dave Steidler seconded the motion and the meeting adjourned.