

THE GILPIN TOWNSHIP MUNICIPAL AUTHORITY

Regular Meeting

November 11, 2025

Call To Order: Regular meeting called to order by Chairman Swarmer at 6:31 P.M.

Roll Call: Board members in attendance were Mazak, McIntire, Szarek, & Swarmer, along with Solicitor Cinpinski & Engineer Hoover, Board members Knepshield & Skeel were absent. Chris Swank/CKH Excavating was present

Visitors: Nicholas Kerr from KMM

Minutes:

- A. A motion was made by McIntire & seconded by Szarek to approve the minutes of the October/ 2025 regular & special meetings as presented. Motion carried.

Treasurer's Report:

- A. A motion was made by Szarek & seconded by McIntire to approve the treasurer's report as presented. Motion carried.
- B. A motion was made by McIntire & seconded by Szarek to approve the bills as presented. Motion carried.

Correspondence:

- A. Swarmer sent an email on 10/23/25 with recommendations, for the Authority to use concerning meter pit & meters, so everything is the same moving forward.
- B. A motion was made by Szarek and seconded by McIntire to authorize Mazak to sign a one (1) year contract with RAVE in the amount of \$2,785.44 Motion carried.
- C. The Authority received a copy of Bier Excavation's Certificate of Insurance for the year 2026.
- D. A motion was made by McIntire and seconded by Szarek to have Cinpinski reach out to Snyder Brothers Inc for negotiations on royalties the Authority could receive from a gas well being built in Gilpin Township. Motion carried.
- E. The Authority renewed Malwarebytes Standard for one year costing \$52.99

Unfinished Business:

- A. The Authority is still looking for an auditor to replace our previous auditor, Joe Estermyer, who does not want to perform future audits for the Authority. Mazak emailed a copy of our last audit to DeBlasio & DeBlasio from Greensburg to see if they are interested in performing the audit.
- B. Cinpinski wrote a letter to George Reesman concerning the dormant tap on his property located at 189 Johnetta Rd. The taps were originally purchased by the previous owner, Gilbert Querio. The Authority requested an additional payment of \$851.00 from Reesman, which is the fee KVVWPCA charges the Authority for any new sewage tap. Reesman gave the Authority a check in the amount of \$851.00.
- C. New tap in rates for water and sewer are still being reviewed and discussed. Tabled until December's meeting. Cinpinski was contacting LSSE for the work they already performed on this matter.
- D. Dye test requirements tabled from June, July, August, September, October, November meetings so that Cinpinski can write up a resolution with dye test requirements. Swarmer will present final copy of dye test papers to be given out to plumbers when a dye test will be performed.
- E. A new furnace was installed by Quaratos DBA Tim's HVAC in the amount of \$4,650.00.
- F. The Authority received a statement from the Department of Labor & Industry concerning a balance due on the unemployment account from former employee Jerry Held. Secretary Mazak has been trying to resolve this problem with unemployment.
- G. Cinpinski is writing a letter to Steve Cooper/Kiski Campsites in Schenley, notifying him the Authority will be reviewing rates for bulk water usage customers in regard to the campground before leases are given.

New Business:

- A. Cinpinski will write a Resolution concerning meter pits must be installed after one leak instead of the current two leaks.
- B. A decision concerning W2's or 1099's for Board Members, starting with year 2026, has been tabled to December's meeting.

Solicitor's Report:

- A. There were (15) shut-off letters/postings for this month.

Engineer's Report:

- A. See attached report from Gibson-Thomas.
- B. A motion was made by Szarek and seconded by McIntire to approve a revision to the LSA Grant for the removal of contingent funds from \$32,100 to

- \$30,600 and to authorize the execution of any and all documents may be necessary to accomplish the same. Motion carried.
- C. Acknowledged we received an Engineer's Report

System/Fire Hydrant Review:

- A. There was (3) service line leaks or repairs during the month: Kelly Remaley (232 Myers Road, hers)... Two different main line leaks (one located near 808 Evergreen Road & one located near 728 Evergreen Road, both ours)
- B. There was no fire hydrant maintenance performed for the month. The annual maintenance is completed for the year, and will resume in April 2026.
- C. Acknowledged we received an Operator's Report

Monthly Billings:

- A. There were 2,442,000 gallons billed for this month.

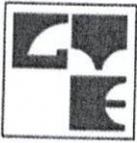
Adjournment:

- A. The regular meeting was adjourned at 8:10 PM on a motion by McIntire & seconded by Szarek. Motion carried.

Secretary/Treasurer

Sonya J. Mazak





Gilpin Township Municipal Authority

December 11, 2025

Engineer's Report

- **Current Projects (Water):**

- N/A

- **Current Projects (Sewer):**

- N/A

- **Miscellaneous Projects:**

- CFA LSA Statewide Grant for GIS Mapping (0% Match) – Grant submitted – Award Announcement September 2026 (Grant total was \$30,600 – DCED did not accept contingency funds and subtracted \$1,500)
- Service Line Inventory
 - a. On October 14, 2025, Justin Hoover from GTE spoke with Hunter McNutt from DEP regarding the outstanding Initial Service Line Inventory (SLI).
 - b. They discussed the possibility of extending the deadline.
 - c. They also reviewed the process for submitting the SLI.
 - d. On October 15, 2025, Hunter McNutt emailed Justin Hoover (GTE) and Bob Swarmer (Gilpin) to inform them that no time extension would be granted, and the original deadlines remain in effect.
 - e. At this point, Gibson-Thomas believes that the client will need to secure a loan to complete this work as soon as possible.
 - f. Cost for Lead Line Verification and Replacement will be estimated around \$10,000 per line.

- **Items Requested by Authority Manager**

- N/A

ESTABLISHED 1916