

THE GILPIN TOWNSHIP MUNICIPAL AUTHORITY

Regular Meeting

February 11, 2025

Call To Order: Regular meeting called to order by Chairman Kowal at 6:30 P.M.

Roll Call: Board members in attendance were Mazak, McIntire, Kowal, Szarek along with Solicitor Cinpinski and Engineer Maloney. Board members Knepshield and Thompson were absent.

Visitors: Lawrence Lennon Jr. from LSSE

Minutes:

- A. A motion was made by Szarek & second by McIntire to approve the minutes of the January/ 2025 regular meeting, as presented. Motion carried

Treasurer's Report:

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

Correspondence:

- A. K.V.W.P.C.A. Annual Municipal Wasteload Management Report (Chapter 94) was completed and submitted to KVVWPCA by LSSE Engineers
- B. A discussion was held regarding various parties that either have or may have potential interest in being appointed and serving on the vacant Authority Board positions which the Authority understands that the Township Supervisors intend to act on at their February Meeting. As the Authority will not have the opportunity to meet again before the Supervisor's meeting and to permit the Authority to confirm each parties interest in conjunction with the Authority's opportunity to offer any input to the Supervisors, a Motion was made by McIntire, seconded by Szarek, to authorize the Chairperson, Kowal, to contact those parties who may have an interest in serving on the Board, to ascertain each party's qualifications/attributes in light of the Board's current needs, and should he determine the same to be in the best interest of the Authority, to provide said information to the Township Supervisors. Motion carried
- C. In conjunction with said Motion authorizing the Chairperson to contact parties having potential interest in serving on the Authority Board to confirm their interest and ascertain their qualifications/attributes in light of the Board's

current needs, concern was expressed as to the ability to accommodate said party/parties should a conflict exist with regard to the current meeting day and time that may deter a qualified individual from being willing or able to serve. Following said discussion, a Motion was made by Szarek, seconded by McIntire, that should such a circumstance arise, to further authorize the Chairperson, Kowal, to reestablish an alternative meeting date and time to accommodate all current and any prospective Authority Board member(s) to permit the Authority Board to be staffed with the most qualified personnel, and to take any and all necessary steps to readvertise and implement the same. Motion carried

- D. The Board discussed looking into a PENNVEST loan for funding of water projects.
- E. In recognition of the need for the Authority to provide for an alternative means of continuing to provide for reliable Sewage and Water service to Township Residents/Authority Customers, and following due and careful consideration of the benefits and potential negatives of the of the potential alternatives that appear to exist and/or be available, as well as the responses received in conjunction with the Authority's Advertisement/Requests for Proposals in its efforts to address the same, a Motion was made by McIntire, seconded by Szarek to approve/accept the sole proposal/quote of CKH Excavating LLC, of 914 9th Street, West Leechburg, PA 15656, and to engage the said CKH Excavating LLC for the purpose of performing said general services on behalf of the Authority in accordance with the Authority's advertisement/RFP outline. Said approval/acceptance is subject to the entrance into a contract satisfactory to the Authority through its Solicitor providing for the parties respective rights and/or responsibilities in accordance with the same. Motion carried
- F. Kowal will talk to Chris Swank, and call PA Rural Water Association concerning the 12 week Water/Wastewater Certification Training Program being held on April 16, 2025, at the Quality Inn in New Kensington, PA
- G. K.V.W. P.C.A. Annual Audit Report 2023/2024 Fiscal Year was received

Unfinished Business:

- A. A Motion by Szarek seconded by McIntire to rescind the Authority's previous recommendation that based on the retirement of the Authority's currently existing Maintenance personnel and the inability of the Authority to locate qualified replacement applicants for employment, the Township pursue the future provision of Sewage and Water Services for the Township through MAWC, based on the Township Supervisors indication that they do not believe the same to be in the long term best interest of the Township and are not willing to entertain the same. Motion carried
- B. Smail Acres Subdivision Plan was discussed on extending of sewer service to potential new residents of his Subdivision
- C. A recessed meeting will be held on February 25, 2025, at 4:30 P.M. located at 874 State Route 66, Leechburg, to discuss rate increases for our water/sewer customers for improvements to the system, and hiring of new personnel.

- D. Due to an oversight at our Annual Meeting held in January, a Motion by Szarek and seconded by McIntire, Phillip McConville will continue as System Manager. Motion carried
- E. After discussion, Board Members will fix the trim that blew off the building in a windstorm, when the weather permits to do so.
- F. A Motion was made by McIntire and seconded by Szarek to authorize Mazak to rollover the 11 Month CD's coming due on 2-15-25 based on rate & longevity. Motion Carried
- G. A Motion was made by McIntire and seconded by Szarek to cash in 11 Month Water CD for deposit into the Water Revenue Fund. Motion carried

New Business:

- A. A Motion was made by McIntire and seconded by Szarek to renew RAVE Mobile Safety for a one year term (April 1, 2025 through March 31, 2026) at an annual cost of \$2,603.22. Motion carried
- B. Ethics Forms for Calendar Year 2024 were given to Board Members for completion.
- C. A Motion was made by McIntire and seconded by Szarek to approve the proposal to use RA Service for their assistance in clerical data entry. Motion carried.

Solicitor's Report:

- A. There were (20) shut-off letters/postings for this month.

Engineer's Report:

- A. LSSE prepared and submitted the Chapter 94 Reporting to Kiski Valley Water Pollution Control Authority (KVVWPCA).
- B. Small Acres Subdivision was received by GTMA on January 14, 2025. As submitted, the plans proposed the subdivision of two (2) parcels and extension of the sanitary sewer system proposed to serve four (4) proposed residential lots. Water and Sewer Service Availability Letter, Sanitary Sewer Capacity Certification Letter, and Sanitary Sewer Extension Technical/Administrative Requirements Letter issued to Developer.
- C. LSSE was in attendance of GTMA Water and Sewer facilities field review held on February 3, 2025.
- D. McIntire and Szarek acknowledged we received an Engineers Report

System/Fire Hydrant Review:

- A. There were (2) service line leaks during the month. Jamie Fetterman (265 Sober Rd, ours) Chaun McDonald (124 Johnetta Rd. ours)
- B. There were (0) hours of hydrant maintenance for the month
- C. No other activities to report

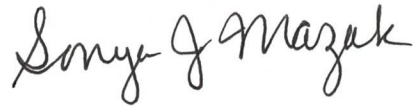
Monthly Billings:

- A. There were 2,366,000 gallons billed for this month.

Recessed Meeting:

- A. This meeting was recessed at 8:37 P.M. on a motion by Szarek & seconded by McIntire for the purpose of further review on increasing water/sewer rates for GTMA customers for improvements to the system, and hiring of new personnel. Motion carried

Secretary/Treasurer
Sonya J. Mazak

A handwritten signature in cursive script that reads "Sonya J. Mazak".