

THE GILPIN TOWNSHIP MUNICIPAL AUTHORITY

Regular Meeting

March 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, Knepshield, Swarmer along with Solicitor Cinpinski and Engineer Maloney. Board member Thompson was absent.

Visitors: Lawrence Lennon Jr. from LSSE

Minutes:

- A. A motion was made by Szarek & second by McIntire to approve the minutes of the February/ 2025 regular meeting, as presented. Swarmer and Knepshield abstained from vote. Motion carried

Treasurer's Report:

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

Correspondence:

- A. A motion was made by Szarek and seconded by McIntire to accept Tina Thompson's resignation from the Authority Board & to recommend James Skeel to fill the vacancy on the Authority Board. Motion carried
- B. Swarmer and Cinpinski will review the Smail Subdivision Plan Development Agreement, after receiving an email from Swarmer dated 3-3-25, with concerns.
- C. A letter was mailed out to all monthly GTMA Water/Sewer customers, along with their March bill, in an envelope. Quarterly sewage customers only received a letter in an envelope. The letter was to inform customers of the rate increases effective with their May 2025 bills. Water service charge will increase \$6.50 (currently \$13.00 increased to \$19.50) Sewage service charge will increase \$3.50 (currently \$10.00 increased to \$13.50)
- D. Confirmation Notices were received from First Commonwealth Bank of our (7) seven, 11 Month term Sewage CD's that were up for renewal on February 15, 2025, renewed for another 11 months at an APY of 3.75% with a new maturity date of 1-11-26.

Unfinished Business:

- A. Chris Swank, CKH Excavating was hired to replace Phillip McConville and Ken Smith. He will be performing general services on behalf of the Authority.
- B. Swarmer and Cinpinski will review the CKH Excavating Draft Contract
- C. Smail Acres Subdivision Plan was discussed on extending of water/sewer service to potential new residents of his Subdivision
- D. Discussion with Township Supervisors concerning the mowing of Authority property. There is more mowing than just at the building located at 874 State Route 66. Chris Swank will perform the mowing duties.

New Business:

- A. A motion was made by Swarmer and seconded by Szarek to establish accounts with Citgo Water and Cox Plumbing. Motion carried.
- B. A second motion was made by Szarek and seconded by McIntire to authorize Chris Swank to be put on these accounts and to make purchases from these companies Motion carried.
- C. A motion was made by Swarmer and seconded by Knepshield for Swarmer to contact One Call. Swarmer will set up for Chris Swank to be primary text for streamlining One Calls and for emails to be received instead of faxes. Motion carried.
- D. Jared Hay, from InnoH20, will contact DEP for transfer of operators.
- E. A motion was made by McIntire and seconded by Swarmer authorizing Chris Swank to operate our vehicles. Mazak will contact Jerich Insurance to review coverage for Chris Swank as "Contractor for Authority". Motion carried
- F. A motion was made by Szarek and seconded by Knepshield to authorize Swarmer to establish an account with AWP Safety. After exploring all alternatives for flagging, Chris Swank can engage AWP Safety anytime. Motion carried.
- G. A motion was made by Swarmer and seconded by Knepshield to approve the relinquish of cell phone number from GTMA to Phillip McConville. Motion carried.
- H. Kowal, chairman of the Authority, completed a Questionnaire received by email from Alexandria Maloney, from LSSE dated 3-5-25, prior to scheduling of the Tank Improvements Planning Consultation Meeting.
- I. A motion was made by Szarek and seconded by Swarmer to approve the Service Order Authorization for \$145,000 from LSSE Civil Engineers for the Water Storage Tank Improvements Project. Motion carried.

Solicitor's Report:

- A. There were (6) shut-off letters/postings for this month.

Engineer's Report:

- A. *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. NO CHANGE
- B. *Service Order Authorization for Engineering Services related to the Water Storage Tank Improvements* sent to Authority for Board consideration. Request for Proposal issued for Geotechnical Engineering Services for Ice Pond Road Tank, proposals are due March 21st, 2025. PENNVEST Planning Consultation Meeting requested; PENNVEST provided Planning Meeting Questionnaire which will need completed prior to meeting.
- C. Sober Road Lift Station-Remote Monitoring. Solicited field review from the Meter Guy for refined remote monitoring proposal. Vendor to follow up with Authority to schedule field review.
- D. 2024 LSA Grant Application was submitted November 2024; awaiting response. Project was for Ice Pond Road Water Storage Tank Improvements.
- D. A Resolution is needed for the 2025 PA Small Water & Sewer Grant for the project of Water Service Line Inventory Soft Dig.
- E. Water Storage Tank Improvements projects with a grant source from PENNVEST due tentative Aug/Sept
- D. McIntire and Szarek acknowledged we received an Engineers Report

System/Fire Hydrant Review:

- A. There were (3) service line leaks during the month: Water main leak (at corner of Route 66 and Hillview Manor Rd, ours)....Frank Mitzen (1155 State Route 66, ours)... Dave Safranyos (772 State Route 66, ours)
- B. There were (0) hours of hydrant maintenance for the month
- C. No other activities to report

Monthly Billings:

- A. There were 2,164,000 gallons billed for this month.

Adjournment:

- A. The regular meeting was adjourned at 8:21 P.M. on a motion by Knepshield seconded by Swarmer . Motion carried.

Secretary/Treasurer
Sonya J. Mazak

