

THE GILPIN TOWNSHIP MUNICIPAL AUTHORITY

Regular Meeting

October 14, 2025

Call To Order: Regular meeting called to order by Chairman Swarmer at 6:35 P.M.

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

Visitors: Chris Wharter, Engineer/ Gibson-Thomas & Bill Klems/Bill's Computer Repair & More

Minutes:

- A. A motion was made by Szarek & seconded by McIntire to approve the minutes of the September/ 2025 regular meeting 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. The Authority received a letter, Certified Mail, from DEP, concerning Failure to Complete Annual Consumer Confidence Report. Jared Hay/InnoH20 responded to their request. Alicia MacBeth/Sanitarian Supervisor DEP emailed Jared and said his email submission is sufficient.
- B. An email was received from Hunter McNutt/Sanitarian, DEP, to Swarmer concerning our Service Line Inventory (SLI) that was not completed by the deadline of October 16, 2024. The Authority will be take action to become compliant. The Engineers are meeting with DEP, waiting to hear back from Hunter. Any water system who has failed to submit a SLI to DEP will be referred to EPA no later than 10/31/2025, for EPA compliance and enforcement follow-up actions.
- C. The Authority received a letter from the IRS concerning address change. The IRS changed our address to 374 State Route 66, which is incorrect. The IRS was notified of our correct address of 874 State Route 66.
- D. 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.

- E. An email was received from Jessica Gagne about the RAVE Alert Renewal for the year 2026. The Board will decide what term we want to purchase.

Unfinished Business:

- A. The Authority is still looking for an auditor to replace our previous auditor, Joe Esternmyer, who does not want to perform future audits for the Authority. Mazak reached out to Ed Opst & Associates from Greensburg, the auditor Joe referred us to, and they are not taking any new clients at this time.
- B. Cinpinski was writing a letter to George Reesman concerning the dormant taps 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.
- C. A check was received from Jeremy Smail in the amount of \$1,337.66, to reimburse the Authority for payments made to LSSE for their work on the Smail Acres Subdivision Plan.
- D. New tap in rates for water and sewer are still being reviewed and discussed. Tabled until November's meeting. Cinpinski was contacting LSSE for the work they already performed on this matter.
- E. Dye test requirements tabled from June, July, August, September & October 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.
- F. The Authority received their first statement from Charles Schwab for the \$20,000.00 that was invested with them
- G. Bill Klems, from Bill's Computer Repair & More, LLC, has created the Authority website and has it up and running.
- H. Swarmer received a quote of \$8,451.00 for the sewage pump from Industrial Pump & Motor Repairs in Glenshaw. Swarmer will purchase & deliver the pump to the Authority. Swarmer was waiting on the measurements on the wet well from Swank for the sewage basket, but noticed we already have a basket.
- I. McIntire made a motion and Szarek seconded to go with Chrislynn Energy as our new 36 month electric energy supplier at a rate of 8.700 from Shell Energy. Motion carried.
- J. Drop Box Account was created and working for the Authority computer to store water and sewage information.

New Business:

- A. High consumption concerns were discussed on Hunt's Hilltop Service account. The Board seems to think the higher consumption is due to the Ice Cream Pump being opened for the summer.

- B. One sewage tap and one water tap were purchased by Richard Elias for property located at 105 Forks Church Road.
- C. Szarek made a motion and seconded by McIntire to solicit three (3) quotes for replacement of furnace at the Authority building. Authorize Szarek entrance in an agreement with the lowest responsible bidder. Motion carried.
- D. Szarek made a motion and seconded by McIntire for Cinpinski to write a letter to Steve Cooper, owner of Kiski Campsites in Schenley, and notify him the Authority will be reviewing rates for bulk water usage customers in regard to the campground before leases are given. Motion carried.
- E. Szarek made a motion and seconded by McIntire to have a standard size meter pit on stock at all times at the Authority building. Motion carried.

Solicitor's Report:

- A. There were (5) shut-off letters/postings for this month.

Engineer's Report:

- A. See attached report from Gibson-Thomas.
- B. Acknowledged we received an Engineer's Report

System/Fire Hydrant Review:

- A. There was (1) service line leak or repairs during the month: Mycal Callahan (113 Myers Acre Road, ours)
- B. There was no fire hydrant maintenance performed for the month.
- C. Acknowledged we received an Operator's Report

Monthly Billings:

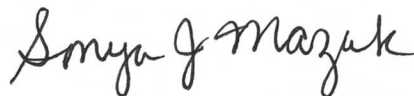
- A. There were 2,389,000 gallons billed for this month.

Adjournment:

- A. The regular meeting was adjourned at 8:28 PM on a motion by McIntire & seconded by Szarek. Motion carried.

Secretary/Treasurer

Sonya J. Mazak





Gilpin Township Municipal Authority

November 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.
- **Items Requested by Authority Manager**
 - N/A

(4)

ESTABLISHED 1916