

THE GILPIN TOWNSHIP MUNICIPAL AUTHORITY

Regular Meeting

May 13, 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 J. Skeel was absent.

Visitors: Lawrence Lennon Jr. from LSSE

Minutes:

- A. A motion was made by Swarmer & seconded by Szarek to approve the minutes of the April/ 2025 regular meeting as presented. Motion carried.

Treasurer's Report:

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

Correspondence:

- A. A Letter Of Concurrence was received from the Armstrong County Planning Commission that the Authority is applying to the Commonwealth Financing Authority for grant funding through the PA Small Water & Sewer program for a Service Line Inventory & Meter Pit Installation Project.
- B. Email from Suzanne Magnin, from the PA Small Water & Sewer Application, She was assigned to our application and moving the application for further consideration.
- C. Renewal notices from EMC Insurance notified the Authority that our property deductible will increase to \$1,000.
- D. Swarmer made a motion & seconded by McIntire to accept Kowal's resignation as Chairman and resignation from the Authority Board effective May 16, 2025. Motion carried.
- E. Szarek made a motion & seconded by McIntire to nominate Swarmer as new Chairman of the Authority Board effective May 16, 2025. The Board voted unanimously in favor of the nomination. Motion carried.
- F. Szarek made a motion and Swarmer seconded to authorize the operator, Chris Swank, Chairman, Robert H. Swarmer III, and secretary/Treasurer, Sonya J. Mazak to have credit cards for the Authority, from First Commonwealth Bank, with a total credit limit of \$5,000. Motion carried.

Unfinished Business:

- A. CKH Excavating's Certificate of Insurance was given to Jerich Insurance to see what other information would be needed for coverage. Chris Swank/CKH Excavating was contacting his insurance agent for additional information.
- B. Chris Swank/CKH Excavating was still reviewing the draft contract that he was presented for approval and signature.
- C. Swarmer and Cinpinski were still reviewing the Smail Acres Subdivision Plan for an agreement.
- D. New tap in rates for water and sewer are still being reviewed and discussed.
- E. The Estimate Quote of \$3,275.00 for installation, start up, & subscription for a Sensaphone Sentinel 1200, from the Meter Guy LLC, was signed and given to LSSE for submission.
- F. A motion was made by Szarek and seconded by Knepshild to authorize Construction Engineering Consultants, Inc, (CEC) for the Geotechnical Investigation & Boring of the Ice Pond Road Water Storage Tank in the amount of \$6,500. Motion carried.
- G. The Board gave Chris Swank/CKH Excavating their approval to proceed with the processing of the CCR Report for distribution.
- D. Swarmer is making specs for dye testing to be reviewed by the Board (was tabled until June's Board meeting)

New Business:

- A. A motion was made by McIntire and seconded by Knepshild to authorize Mazak to invest the 7 month CD's, up for renewal on 5/16/25, in the absence of Swarmer reaching out to Emery J. Levick from US Asset Management providing the best alternative investment opportunity. Motion carried.

Solicitor's Report:

- A. There were (36) shut-off letters/postings for this month.
- B. A motion was made by Knepshild and seconded by McIntire to give permission for Cinpinski to lien properties every month with an account balance of \$500.00 or more Motion carried.

Engineer's Report:

- A. *Smail 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.*

Proposal Summary for Geotechnical Engineering Services for Ice Pond Road Tank site were given for review. Field survey of Ice Pond Road Storage Tank site completed: staking of geotechnical boring location(s) by LSSE to be scheduled pending authorization of Geotechnical Engineering Services. Hydraulic modeling underway.

PENNVEST Planning Consultation Meeting was held on April 15th, 2025. Application to be completed and submitted for consideration at the Fall 2025 PENNVEST Meeting.

- C.. Sober Road Lift Station-Remote Monitoring. Proposal for installation/configuration of Sensaphone remote monitoring system at the Sober Road Lift Station authorized at the April 2025 GTMA Meeting: issuance of award letter pending additional Board discussion.
- D Water Meter Upgrades: LSSE solicited quotes for the replacement of water meter encoders as follows: Encoder- Approx. \$7.00 EA, Meter Readig Tool- Approx. \$575.00 (logs 6-8 reads)
- E. Szarek made a motion seconded by McIntire for Chris Swank to purchase 100 Encoders as needed from LB Water and purchase as needed after. Motion carried.
- F. Water & Sewer Tapping Fee Discussion: Act 57 of 2003 (P.L 404) amended the PA Municipal Authorities Act to include an established methodology for calculating water and sewer tapping fees, including tapping fee components, as chargeable to Property Owners. Copies of Act 57 Analysis previously completed by LLSE for an Authority of similar size/customer base are provided for Board discussion.
- G. Funding Grant Source Chart of PENNVEST, 2025 PA Small Water & Sewer, 2024 Local Share Account was given
- H. 2024 LSA Grant Application was submitted November 2024; awaiting response. Project was for Ice Pond Road Water Storage Tank Improvements.
- I. Acknowledged we received an Engineer's Report

System/Fire Hydrant Review:

- A. There were (3) service line leaks or repairs during the month: Joseph Sabot (122 Banfield Rd, ours)... Harry/Bonnie Thomas (127 Stullville Rd, ours) ...Louden/Stullville Rd, ours.
- B. There was fire hydrant maintenance performed for the month/flushing hydrants
- C. Acknowledged we received an Operator's Report

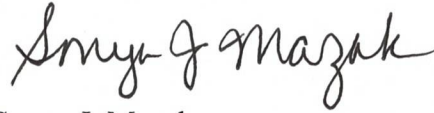
Monthly Billings:

- A. There were 2,,298,000 gallons billed for this month.

Recessed Meeting:

- A. The regular meeting was recessed at 8:45 P.M. for the purpose of further review on CD investments, and website options . Recessed Meeting is scheduled for May 20, 2025, at 6:00 P.M.

Secretary/Treasurer

A handwritten signature in black ink, appearing to read "Sonya J. Mazak". The script is cursive and fluid.

Sonya J. Mazak