

**Meeting Minutes Meyersdale Municipal Authority**

**Regular Meeting**

**February 20<sup>th</sup>, 2024**

**6 P.M. Executive Session**

**7 P.M. Regular Meeting**

**Meyersdale Community Center Meeting Room.**

**Present-** Don Anderson, Louie Martin, Sandy Miller, Brian Witherite (attended by phone) Barry Yoder. Solicitor, Marc Valentine.

**Executive Meeting**

- Barry Yoder made the motion to go into executive session at 6:02 pm Louie 2nd the motion. Motion passed by all in favor.

**Executive Session Discussion**

- Operations
- Office relocation
- Personnel/Board related items
- Update from Terry Baker
- Pressure testing/smoke and dye testing and upper Broadway project.

7:35 regular meeting was called to session by vice chair Don Anderson.

**Public Comments**

- None

**Engineers Report**

- Brad from EADS reviewed the engineers' report. The report is available at the MMA office.

**Water/Sewer Report (Terry Baker)**

- On 2/19 lead and copper testing began on Large Street. The field employees need identification badges. Sandy will check with the school to see if they can have badges made there.
- Replacing turbidimeters
- Rick Lyons replaced lights at the water shed.
- On May 2<sup>nd</sup> Tyler Sechler, Tyler Sandy and Rick Lyons will start classes for water collection and distribution. Tyler Hetz will move on to his next test.
- The field employees for a leak on Keystone. Fixing the leak is saving 25,000 gallons per day.
- Terry discussed an issue with turbidimeter documentation, he notified Pat M at EADS

- A 3,000.00 fine from Penelec for John Shaffer digging up lines that were mismarked on GPS- Solicitor Marc will discuss with Penelec.
- The fuel tank near the water plant needs inspected, it is on a 3-year inspection cadence. Terry will update the due date and inspection details.

### **Solicitor Report**

- Marc is going to request formal approval from the DEP to close the overflow on the bottom.
- Letter for emergency that identifies the MMA employees and board members- Sandy will work on this letter.
- We will need a workshop to discuss personnel, operations, and website options.
- Marc is going to contact Kevin Yoder to update us on the office move.

### **New Business**

- Bills paid report/ Profit & Loss statement/ Bank Accounts. Tabled until next meeting.
- Approval of the 2023 audit. Sandy made the motion to approve, Louie second the motion. Motion passed by all in favor.
- Lead and Copper project, field staff purchased a camera with SD card for documentation.
- Smoke and Dye violations Notifications. Members have the 6-month extension with requested notification to the MMA office.
- Fiscal year budget discussion- Tabled until next month. Office manager is on maternity leave.
- Pressure test extension. 230 Large Street requested extension- Louie made the motion to extend the request for a month, Sandy 2<sup>nd</sup> the motion. Motion passed by all in favor.
- Taps- Louie made the motion to request 20 new taps, Barry 2<sup>nd</sup> the motion. Motion passed by all in favor.
- Maternity Policy (discussed in executive session)
  - Louie discussed the need for a maternity policy and made the motion the maternity policy is retro active starting January 1<sup>st</sup>, 2024. Brian second the motion. Motion passed by all in favor.
  - Brian made the motion the pay for parental leave would be for 8 weeks duration and the pay would be 66 2/3 of the employee's gross pay starting on the day the employee starts maternity leave and will be paid for a duration of 8 weeks. Louie second the motion. Motion passed by all in favor.
  - Brian made the motion to retro pay our current office manager for parental leave that started on February 8<sup>th</sup>, 2024. \* Sandy abstained from the vote due to COI

### Adjournment

- At 8:56 Barry made the motion to adjourn the meeting, Sandy Second the motion. Motion passed by all in favor.

Sandy Miller  
Sandy Miller MMA Secretary

3-19-2024

Date