

August 16th, 2022 Regular Meeting Minutes

The regular meeting of the Meyersdale Municipal Authority was called to order by Chair Don Anderson at 7:00 p.m. Mrs. K. Gnagey, Ms. Murray, and Mr. Witherite were all present. Mrs. Miller was present via speaker phone. Solicitor Valentine was also present.

Chair Anderson informed the members of the public that there was no executive session this evening.

Public Comment:

Chair Anderson opened the floor for public comment. Darren Gnagey had questions about how certain pressure tests were performed on certain properties in the borough. Solicitor Valentine explained the matter. During public comment, Mrs. K. Gnagey stated that she would like it to be stated in the minutes that all questioned properties of hers are now in compliance.

Old Business:

- A. Approval of the July 19th, 2022 Meeting Minutes

Ms. Murray had a question about whether board member Mr. Witherite was at the meeting in person or on the phone for the meeting. Mr. Witherite confirmed that he was on the phone for the meeting.

A motion was made to approve the July 19th, 2022 Meeting Minutes by Ms. Murray, 2nd by Mr. Witherite, and duly passed.

- B. Approval of the August 1st, 2022 Workshop Minutes

A motion was made to approve the August 1st, 2022 Workshop Minutes by Mrs. Miller, 2nd by Ms. Murray, and duly passed.

New Business:

- A. Mark Sechler passed his test.

Mark received his license from the water board. Terry stated that there was a typo on the certificate, so they had to contact DEP, which was being taken care of. The Board discussed raising his pay.

A motion was made to give Mark Sechler a \$1.00 raise on the next pay for receiving his license by Mr. Witherite, 2nd by Ms. Murray, and duly passed.

- B. Bills Report.

A discussion was held on the bill report. Mrs. K. Gnagey had a question about the EADS bill. Secretary Bri explained it to the board and the question was resolved. Secretary Bri also explained a few other bills that were on the pay bills report.

A motion was made to approve the Bill Report by Ms. Murray, 2nd by Mrs. Miller, and duly passed.

C. Staffing Plan

Mrs. K. Gnagey suggested possibly hiring a part-time employee for the summer. A discussion was held on the matter. The board decided to make no decision until spring. Ms. Miller had questions about the hours working full-time seasonal is what the position would be.

D. New Pickup for the Field Employees:

A discussion was held on what type of truck the field employees would need. It was also discussed how much it might cost to get a new truck. Ms. Miller suggested specing a pickup truck after discussing the needs of the employees.

E. New Backhoe for the Field Employees:

A discussion was held about purchasing a new backhoe. The board also held a discussion about buying versus leasing. Solicitor Valentine gave his opinion on why leasing would not be the best option.

A discussion was held to partner with the borough to use their backhoe if needed. Solicitor Valentine stated this would be no different from the agreement the authority has with the borough where snow plowing in the winter. Chair Anderson questioned if this would have any negative outcome in an audit. Solicitor advised as long as there is an agreement with the borough the audit would pass. Solicitor Valentine will work with the borough to draft an agreement. The insurance will be noted within the agreement.

F. Budget:

- A discussion was held on the budget that was discussed at the August 1st, 2022 workshop.
- A discussion was held about seasonal employee and raises.
- Mrs. K. Gnagey asked about the roof for the water plant. It was decided to be put on next month's agenda.
- Solicitor Valentine stated a motion is needed to pass the Proposed Budget which will stand for 30 days. This will also need to be advertised.

A motion was made to accept the proposed water and sewer budgets for the fiscal year by Mrs. K. Gnagey, 2nd by Mrs. Miller, and duly passed.

- Mrs. K. Gnagey had questioned the profit and loss on the budget pages. Solicitor Valentine stated sewer usually is a loss and water is usually a profit.
- The approval of the budget will be on the next meeting agenda.

G. MMA Customer Accounts:

A discussion was held about the information on customer accounts being released. Mr. Witherite brought up a question about how the closing of the account at 608 Second Street was handled. Solicitor Valentine explained that the attorney's paperwork was available at the office. Mr. Witherite also brought up concerns about information being

given out that possibly shouldn't be given out. Mrs. K. Gnagey asked about homeowners being responsible for liens that are on the property from the previous account holder. Solicitor Valentine explained the matter to the board. He also explained the rules as far as landlord and tenants when the property is sold.

H. Pressure Test Process:

- A discussion was held on the original documents that were presented to the board when the pressure tests were first required. A discussion was held on how the process for pressure testing should take place. Solicitor Valentine provided the board with the original format that included the borough and township ordinance. Solicitor Valentine feels moving forward the original packet should be used. Properties that are empty lots or buildings that are going to be torn down should still need to fill out a packet and/or prove in writing that sewage was capped off.
- A discussion was held about escrowing the funds if the pressure test is not being done before closing. (110% of the cost the contractor estimates)

Solicitor Valentine suggested

- Going back to the original packet.
- Advertising the information.
- Sending the information out to realtors and attorneys.
- Informing the public.
- Eliminating the 60-day extension.

Solicitor Valentine spoke with DEP who informed him they are asking for compliances versus people being fined. Valentine also noted the money collected from the fine will go to the Meyersdale Borough, not the MMA.

The board discussed the option of hiring an SCO (Sewage Enforcement Office). Solicitor Valentine stated that the borough would have to be the one who hires the officer and maintain oversite for the authority. Mr. Witherite brought to the attention of the board that this would be a good time to set up a website for the borough where the MMA could have an information link.

Chair Anderson asked Solicitor Valentine to clarify his requests for the pressure testing. Solicitor Valentine repeated.

- Going back to the original packet.
- Advertising the information.
- Sending the information out to realtors and attorneys.
- Informing the public.
- Eliminating the 60-day extension.

Mrs. K. Gnagey requested the owner receive a copy of the test. Solicitor Valentine request a motion to go back to the original packet that was presented to

the board and a motion to request the hiring of an SCO. Chair Anderson asked Solicitor Valentine to speak with the borough council before making these motions. take action on getting an SCO before making a motion to put all of the other items into effect. Solicitor Valentine agreed to Chair Anderson's request.

Mrs. K. Gnagey asked if the borough and township ordinances are the same concerning pressure testing.

I. Grant Possibilities:

Mrs. Miller asked if it was worth seeking a grant writer for MMA. Chair Anderson stated that Brad, from EADS, is able to review grants.

Brad, from EADS, informed they do have grant writers. EADS will review information about available grants

It was also suggested to contact State Representative Pat Stefano for any information about available programs.

Water Report: Give by Terry Baker

- The field crew thought they had a major water leak on the mountain however, it ended up only being an air release valve malfunction.
- Back tanks will be cleaned out next week sometime
- Meter reading in a couple of weeks
- 618 Grant Street the meter was removed and capped off so it is ready for demolition

Sewer Report: Given by Terry Baker

- The new chlorinator for the sewer plant was installed.
- Tyler and Bill's second round of hepatitis shots
- Tyler and Bill will be going for the certification tests on September 1st, 2022

Solicitor Report:

Solicitor Valentine brought to the board's attention that the engineer's report was missed on the agenda. Secretary Bri will add that item to a revised agenda and get it posted within 24 hours. Solicitor Valentine stated that he received an answer from D&M. He is to talk with their attorney about having an engineer come out. He discussed what the next steps in the process will be. The roof project was put out for bid again and will be opened at the next meeting. Chair Anderson asked about the 1986 Truck bid. Solicitor Valentine stated that will be done at the next meeting as well.

Engineer Report:

Brad discussed page five of the report, which is an idea of what the CAP Plan is going to cost in the five years. Item C. (3&4) was discussed. The smoke testing process was explained. Brad provided the board with a packet called task order No. 2. Mrs. K. Gnagey asked if there was documentation for the north side. Brad stated he had a folder from Jeff, he also asked Secretary

Bri and Terry to see what they could find at the offices about this. Item 4 was discussed there will be a pre-construction meeting to go over the information and issue notice to proceed. Other items discussed in the report were. J. (1&5), K. M. (A meeting will be held with Steve Spochart on August 23, 2022), N. (1,2,3,4 (a,b,c), and O.

A motion was made to allow Entech Professional Services to perform the filtration media analysis at the water plant by Mr. Witherite, 2nd by Mr. Anderson, and duly passed.

A motion was made to move forward with the smoke and dye testing on the south side of town by Mrs. K. Gnagey, 2nd by Mrs. Miller, and duly passed.

A motion was made to adjourn the meeting at 9:19 p.m. by Ms. Murray, 2nd by Mrs. K. Gnagey, and duly passed.

Bri Knieriem

Minutes Prepared by Bri Knieriem
Office Manager

10/12/22

Date