

January 21<sup>st</sup>, 2025, Regular Meeting Minutes

The Regular meeting for the Meyersdale Municipal Authority was called to order at 7:05p.m. by Chair Brian Witherite. Board Members attending were Don Anderson, Brian Witherite, and Barry Yoder. Board Members Louie Martin and Sandy Miller were absent. Solicitor Valentine was also present.

**Executive Session:**

Executive session was held from 6:05p.m. to 7:01p.m.

Items discussed in Executive Session

- A. Litigation
- B. Internal Procedural Issues
- C. Personnel

Chair Witherite did inform everyone that the meeting was being recorded

**Public Comment:**

There were no members of the public that were present.

**Water & Sewer Report:**

- The new truck is on the road so the Board can move forward with advertising the old truck
- There were a couple of water leaks this week. Because of the leaks the water plant has not shut off since Saturday. Usually only runs for about 10 hours a day. There may be another leak, but it is hard to determine since we have the run water list going. If the usage keeps going Terry asked if it was ok to get someone in to do leak detection. The Board agreed to allow Terry to get someone in if he thinks it is necessary to find a leak.
- Pictures of the rust on the filters at the water plant were sent out in the email. Brad will be talking about this in his engineer's report.
- Rick was present and he informed the Board how the progress of the new office is coming along.
- A discussion was had on the brakes of the Dump Truck. The Board informed Terry to contact Tri-Star and get them checked out

**Engineer's Report:**

The items discussed in the Engineer's report were B, C (4,5), E, J, K, M

A discussion was had on the rust on the filters at the water plant. A discussion was also had on looking in the steps on drilling wells at the water plant.

The Engineer's Report is available for view at the MMA office during normal hours

#### Old Business:

- A. Approval of the October 15<sup>th</sup>, 2024, Regular Meeting Minutes  
**A motion was made to accept the October 15<sup>th</sup>, 2024, Regular Meeting Minutes by Barry, 2<sup>nd</sup> by Don and Duly passed**
- B. Approval of the November 5<sup>th</sup>, 2024, Workshop/Special Meeting Minutes  
**A motion was made to accept the November 5<sup>th</sup>, 2024, Workshop/Special Meeting Minutes by Don, 2<sup>nd</sup> by Barry and Duly passed**
- C. Approval of the November 19<sup>th</sup>, 2024 Regular Meeting Minutes  
**A motion was made to accept the November 19<sup>th</sup>, 2024, Regular Meeting Minutes by Brian, 2<sup>nd</sup> by Barry and Duly passed**
- D. Approval of the December 17<sup>th</sup>, 2024, Acknowledgement  
**A motion was made to accept the December 17<sup>th</sup>, 2024, meeting Acknowledgement by Don, 2<sup>nd</sup> by Brian and Duly passed**
- E. Approval of the January 7<sup>th</sup>, 2025, Acknowledgement  
**A motion was made to accept the January 7<sup>th</sup>, 2025, meeting Acknowledgement by Barry, 2<sup>nd</sup> Don and Duly passed**
- F. Living Increase Benefits  
A discussion was held about the Cost-of-Living Benefits for the Employees of the Meyersdale Municipal Authority  
**A motion was made for a Cost-of-Living Increase for the MMA Employees of 3% starting the week January 27<sup>th</sup>, 2025, pay week by Don, 2<sup>nd</sup> by Barry and Duly passed**

#### New Business:

- A. Bills Paid Reports/ Profit & Loss Sheet/ Bank Account (December and January)  
**A motion was made to accept the Bill Paid Reports for December & January by Don, 2<sup>nd</sup> by Barry and Duly passed**
- B. Election of Officers  
**A motion was made to table the Election of officer by Don, 2<sup>nd</sup> by Barry and Duly passed**
- C. 2025 Meeting Nights  
A discussion was had what night were good for members to have the 2025 Meetings  
**A motion was made to advertise Workshop/Special Meetings for the First Tuesday of February, March, and April of this year at 6 with executive session if needed and Regular Meetings the Third Tuesday for the months of February, March, and April Executive Session at 6 with Regular Meeting starting immediately after executive session by Don, 2<sup>nd</sup> by Barry and Duly passed**

**D. Security at the New Office**

A discussion was held on the options for Security Cameras at the new office.

**A motion was made to explore the security camera option for the shop/new office and report the findings at the next meeting by Barry, 2<sup>nd</sup> by Don and Duly passed**

**E. New Office Furniture**

A discussion was held on a new desk for the office out at the shop. Bri presented an option that Jeff gave her from Bontay. The board suggested getting options from other places and looking at what space there will be at the new office.

**A motion was made to table the new furniture options pending employee feedback by Brian, 2<sup>nd</sup> by Don and Duly passed.**

**F. Somerset Trust ACH payment options**

Bri Stated that Somerset Trust contacted her about how she enters ACH payments from Muni-Link into the Somerset Trust Account. Normally when she enters the payments on the site, they send an email. They are trying to get away from doing that, so they are doing a Token option. The options are either a hard drive token system or an app system. A discussion was held on which option would be best.

**A motion was made to go with the hard drive device token option through Somerset Trust Company for the ACH payment process by Barry, 2<sup>nd</sup> by Don, and Duly passed.**

**G. 304 Broadway St. Apt.1 & 325 North St. Forgiveness of leak request.**

A discussion was held regarding the leaks at these properties. Upon discussion it was stated that the property at 304 Broadway St. was owned by Karen Gnagey, but this was on of the bills that was grandfathers into the system as the tenant. The tenant Terri Piatak did inform the landlord of the problem. There was also a discussion held regarding the property at 325 North St. It was decided to table the request until Bri and contact the customers requesting forgiveness to see if they can attend the February 18<sup>th</sup>, 2025, Regular Meeting to explain what exactly happened.

**A motion was made to table the request for forgiveness at the properties of 304 Broadway St. Apt. 1 and 325 North St. until Bri contacts the owners to see if they can attend the February 18<sup>th</sup>, 2025, meeting to explain what happen by Don, 2<sup>nd</sup> by Brian, and Duly passed.**

**Solicitor's Report:**

Solicitor Valentine stated that he had nothing new to report.

Chair Witherite asked if there was any action taken on the Dump site at the pump station. Solicitor Valentine stated it was closed to the public as of December 1<sup>st</sup>, 2024. Terry stated that there haven't been any issues.

Terry also asked Solicitor Valentine if the Field Employees should thaw out frozen pipes with the welder. Solicitor Valentine stated he highly recommends that they DO NOT do that. If it is a main line yes but not a customer line.

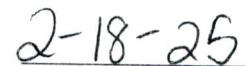
It was also stated that in the packet was the Audit for review and the ethic statement for the Board Members to sign and return to Bri.

**Adjournment:**

**A motion was made to adjourn the meeting at 8:36p.m. by Barry, 2<sup>nd</sup> by Don, and Duly passed**



Meeting Minutes Prepared by  
Business Manager Bri Knieriem



Date