

December 20th, 2022 Regular Meeting Minutes

The regular meeting of the Meyersdale Municipal Authority was called to order by Chair Don Anderson at 6:13 p.m. Mrs. K. Gnagey, Ms. Murray, and Mr. Witherite were all present. Solicitor Valentine was also present. Mrs. Miller was absent from the meeting. Chair Anderson opened the public meeting at 6:59 p.m.

Executive Session:

Chair Anderson informed the public what was discussed in the executive session: litigation matters, government communications, and pay raises.

Public Comment:

Chair Anderson open the floor to the public for comment. Ms. Amy Seacrest requested to speak about her bill from the September 2022 quarter billing. She stated that her bill during this time was higher than normal. Chair Anderson asked Terry if he had anything to say on this matter. Terry explained that Bri contacted him about this matter. They went down to the house to check the meter at the time they were there the meter did seem to be running but they were informed that someone was upstairs running water. Terry and Mark changed the meter and tested the old meter. Everything with the old meter was fine when it was tested. With the new meter in it seems to be working well and the bill next bill was where it normally is. The Board members had a discussion on this matter. It was decided to adjust the bill for that quarter since nothing could be found that would affect the meter.

A motion was made to adjust Ms. Seacrest's bill by \$100.00 by Mr. Witherite, 2nd by Ms. Murray, and duly passed.

Chair Anderson asked if anyone else had comments to make. Rachel Kimmel had a question about one of her tenant's bills. She stated that she received a call from the office back in September stating that her one rental property's reading was really high and that she may have a leak. She stated that she went to this rental and found that the toilets were running which is the cause of the high bill. She stated she then received a letter and the bill and it was a very high amount. She then stated that she received a letter with December's bill stating that the bill was still high and that the tenant came in and signed a payment plan agreement. She was wonder why she was not contacted about this and what will happen if the tenant does not pay this bill. A discussion was had on this matter. Solicitor Valentine stated that a third-party contract probably should not have been made but that he will talk with Bri and get everything worked out. A discussion was then had on payment plans for anyone. Mrs. K. Gnagey addressed a few of her concerns.

A motion to resend the late fee on payment plans, and suspend all current payment plans through landlords, payment plans now go to Board before approval and all payments go through the landlord and the Board not the tenant by Mr. Anderson, 2nd by Mr. Witherite, and duly passed with Mrs. K. Gnagey abstaining.

Old Business:

A. Approval of the November 15th, 2022 Meeting Minutes.

A motion was made to approve the November 15th, 2022 Meeting Minutes by Mrs. K. Gnagey, 2nd by Mr. Witherite, and duly passed. Ms. Murray abstained because she was not present at that meeting.

B. Approval of the December 5th, Special Meeting/Workshop Minutes.

A motion was made to approve the December 5th, 2022 Special Meeting/Workshop by Ms. Murray, 2nd by Mrs. K. Gnagey, and duly passed.

Before new business items were discussed Chair Anderson introduced Mr. Louie Martin to everyone. Mr. Martin will be taking Ms. Murray's place on the Board starting in January 2023.

New Business:

A. Bills Paid Report

A discussion was held on the Bills Paid Report.

A motion was made to accept the Bills Paid by Mr. Witherite, 2nd by Ms. Murray, and duly passed.

B. Dates for the 2023 Meeting and Workshops.

A discussion was held on which days work for the Board to have meetings and workshops. Chair Anderson asked Mr. Martin what days would work for him. Mr. Martian stated that Tuesdays and Thursdays were best for him. The Board decided to have Special Meetings/Workshops on the first Tuesday of the month if needed at 6:00 p.m. and the Regular Monthly Meeting on the third Tuesday of the month with an executive session at 6:00 p.m. and the regular meeting at 7:00 p.m.

A motion was made to approve the day and times of the special meeting/workshop and the regular meetings by Chair Anderson, 2nd by Mrs. K. Gnagey, and duly passed. Ms. Murray abstaining since this is her last meeting.

C. Update on New Truck

Chair Anderson informed the Board that the New Truck was delivered to the place where the bed will be put on and should be available to the Authority around the 26th of December. Bri has talked to Mosholder Insurance and informed them of the new truck and they are working on getting the new information for the truck.

D. 352 Main Street Bill Question

Mike Lindman the owner of 352 Main Street sent a letter to the Board about a water leak that he had back in June. The Board discussed this matter and decided to see if the owner could make a meeting.

E. Discuss adding a Profit and Loss sheet to every meeting

A discussion was had on adding Profit and Loss sheets to the meeting. Chair Anderson asked how hard would this be for Bri to do. Solicitor Valentine stated that it is a simple report to get and that he had no problem doing this. Bri will have this for the Board's next meeting

F. Landlord Tenant water bill payments

This was discussed in Public Comment and taken care of.

G. Extension on capping 413 Keystone Street Sewer Line

The property on 413 Keystone Street is being sold and the new owners want to tear the existing house down. The new owners were going to cap the sewer line and then if they plan on building do a pressure test at that time. Chair Anderson asked Terry if he had any knowledge of what was going on. Terry stated that there was a fire at that house and it was unable to be lived in and that the water has been turned off for a long time now. There are viewports at the property so it would be simple to cap it off right at the viewport. Solicitor Valentine stated that Terry should reach out to the new owners and get this taken care of.

A motion was made to have Terry get in contact with the owners of 413 Keystone Street to get the sewer line capping taken care of by Chair Anderson, 2nd by Murray, and duly passed.

H. Proposal from Rave to switch from Swift Reach to them.

A discussion was held on this matter. A decision was made to table the idea until they had more information from Bri.

A motion was made to table the Rave Proposal until more information is known by Mr. Witherite, 2nd by Ms. Murray, and duly passed.

I. GI Dayroom and Corner Cup Coffee meter issue

A discussion was held on what needed to be done to make this issue right. Terry discussed how the meters are set up in the basement of the Corner Cup Coffee shop. The businesses share a shutoff valve on the Authority's end so they can not be shut off on the street. The only way to shut one off is to shut it off in the basement. The Board discussed the process it should take for this matter. It was determined that Solicitor Valentine should send a letter to the businesses stating that an agreement between the businesses needs to be taken care of in writing or they can hire a plumber to separate the water lines.

A motion was made to allow Solicitor Valentine to send a letter to the GI Dayroom and Corner Cup Coffee to work up an agreement about the joint water line or change the plumbing in 60 days by Mr. Witherite, 2nd by Mrs. K. Gnagey, and duly passed.

Engineer Report:

Items discussed in the Engineer's Report were C (3&4), E, H, J(5&6), K, L, M (1,3,4,5,&6), P, & Q

C. Next CAP report is due January 31st, 2023

3. Smoke testing is completed now there is someone going around town preparing to do the dye testing portion. A discussion was held on this process.

4. Cleaning and Televising of the lines are moving along very well. A discussion was had on the progress being made. The payment number 3 request has been submitted by Snyder. A discussion was held on the time frame of this payment. Brad also discussed some things that were being found during the process.

A motion was made to make the 3rd payment in the amount of \$37,580.21 to Snyder Environmental Services by Mrs. K. Gnagey, 2nd by Mr. Witherite, and duly passed.

E. A discussion was held on sending a letter to the DEP about getting EDUs for 2023

H. A discussion was had on the process of the Broadway Street Grant. Solicitor Valentine asked Brad if it was possible to hook the property at 615 North Street Ext to the line during this project. Brad informed him that with this project it is not possible but after the project is finished something may be able to be done.

J.5. This is the Gaming Grant that the Board applied for. Nothing has been heard about this item yet.

L. Brad submitted the application for the DCED Grant earlier in the day. Chair Anderson informed new Board Member Mr. Martin about the Grants that the MMA has applied for.

M. 6. A discussion was held on the Waiver Renewal for Dioxon and PCBs. It also discussed what needed to be done for this item.

P. The EPA is making new revisions to the Lead and Copper Rule and steps need to be done before this takes place in October of 2024.

The Engineer's Report is available in the MMA office during regular office hours.

A motion was made to amend the agenda to include the Letter to the DEP for the request of the Sewer Taps for 2023 by Mrs. K. Gnagey, 2nd by Ms. Murray, and duly passed.

A motion was made to send the Sewer Tap request letter to the DEP by Mrs. K. Gnagey, 2nd by Ms. Murray, and duly passed.

A discussion was had on Pay Raises for the employees in executive session.

A motion was made to amend the agenda to add approval of pay raises for the employees in 2023 by Chair Anderson, 2nd by Ms. Murray, and duly passed.

A motion was made to give a 5% raise to all employees starting the first full pay period in January by Ms. Murray, 2nd by Mr. Witherite, and duly passed.

Water and Sewer Report: Given by Terry Baker.

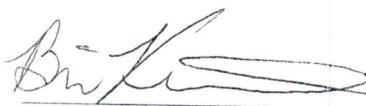
- The field employees have done a few more pressure test
- John Shaffer provided Terry with an estimate for a new OnDemand hot water system for the water plant. A discussion was held on this matter and the Board decided to go with this option.

A motion was made to allow John Shaffer to install the OnDemand hot water system at the water plant not to exceed the cost of \$3,000.00 by Mrs. K. Gnagey, 2nd by Ms. Murray, and duly passed

Solicitors Report:

A discussion was held on what size flare lights you are allowed to use for roadway projects. Solicitor Valentine recommended moving forward with using the light flares instead of the regular ones.

A motion was made to adjourn the meeting at 8:47 p.m. by Ms. Murray, 2nd by Mr. Witherite, and duly passed.



Minutes prepared by Bri Knieriem

1-18-23
Date