

## April 4<sup>th</sup>, 2022 – Special Meeting Minutes

The Special Meeting for the Meyersdale Municipal Authority was called to order by Chair, Don Anderson, at 7:00 p.m. Attending Board Members were Sandy Miller, Pat Murray, and Brian Witherite. Karen Gnagey came at 7:02 p.m. Solicitor Valentine was present via speakerphone.

Chair Anderson opened the meeting up to Jack Mosholder, from Mosholder Insurance, to discuss the Authority's insurance policy renewal. Chair Anderson asked a few questions and asked if we were covered adequately with the cost of everything going up. Mr. Mosholder said that they raised the value by 2.7%. Mr. Mosholder requested to see the last appraisal so that the proper insurance assessment could be conducted.

Solicitor Valentine explained the process that needed to be taken to discuss the other items that were on the agenda. Since the meeting was only advertised for employment advertising the Board needed to vote to discuss the items that were not advertised. If the items were voted on to discuss then Bri would post a revised/amended agenda within 24 hours of the meeting. Mr. Darren Gnagey commented that he did not feel that this was allowed, but Solicitor Valentine stated to the Board that these were the proper steps that needed to be taken.

Chair Anderson asked for a motion to discuss a problem with the Field Employees' cement saw. No motion was made by the Board.

Chair Anderson asked for a motion to discuss the 518, 524, and 528 Main Street Projects. No motion was made by the Board.

Chair Anderson asked for a motion to discuss the LIHWAP Program. No motion was made by the Board.

Chair Anderson, stated the Board will discuss the matter of employment advertising. The Board is aware that Matt Bittner, the water supervisor, resigned and his last day will be April 15<sup>th</sup>, 2022. Chair Anderson had talked with Brad, from EADS, and also with Field Employees, Terry and Mark, about having an interest in taking on a little more responsibility with the Water Plant. Mark and Terry feel they want to know more but, are not ready to take full-on responsibility. It was brought up about possibly having EADS or some other outside person come in for a little bit to help get the Field Employees familiar with things. The discussion was had on hiring a fifth person for the Field to help the existing Field Employees. Matt did state he had no issue helping if there is a problem. A discussion was on either hiring someone new or subcontracting someone out to help with the Field Employee. It was suggested that maybe The EADS Group could come in to help the employees get trained with the Water Plant.

Solicitor Valentine discussed a few items that he felt were important to this matter. The first item is the safety issues that were discussed and the second from an insurance standpoint and OSHA standpoint five (5) is a good number. He also discussed all that needs to be done with the Corrective Action Plan (CAP) in the next year and a half. We could hire outside help but that

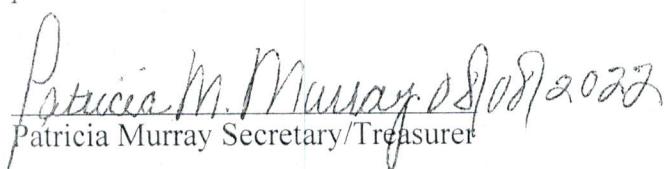
would be an increase in cost. If the Authority would keep five Field Employees, then that would help with completing the CAP requirement. He also said to keep in mind with CAP a lot of this stuff we are doing now will have to be done again sometime in the future because it is an ongoing process. Even though there is no future plan with it right now there will be. He also said to keep in mind that if the CAP is not done in a timely manner the DEP will come in and take over the Authority and if ratepayers don't like the rates now wait until they see what happens if the DEP takes over.

Engineer Brad and his associate Pat Mulcahy discussed what options The EADS Group could provide the Authority to assist with the daily operations at the Water Plant. EADS toured the Water Plant and got an idea of how the plant ran. Terry said he felt that he and Mark could handle the day-to-day operations but would need assistance on major issues. It was suggested that EADS help the Field Employees at least ten hours a week for two or three months then evaluation. Mrs. K. Gnagey believes that as the Authority moves forward that all Field Employees need to know the steps for each side of the Authority, water and sewer, not just one side. Solicitor Valentine said that there is no need to make a motion on the matter because EADS has been assisting some since Jeff left. EADS will just be more involved than they originally have been. He also discussed the matter a little more. The Field Employees will report back at each meeting on how things are going with the training from EADS.

Chair Anderson asked Solicitor Valentine if the Board would have to go into executive session to discuss the hiring process for hiring a fifth Field Employee. Solicitor Valentine said it did not matter whether to discipline an employee or deal with litigation that involves an employee. The Board can go into executive because it is a part of the employee hiring process. Since an executive session was not on the agenda there would have to be a vote to go into an executive session but it would have to be solely for hiring purposes only. Solicitor Valentine discussed all that would need to be mentioned once the Board came out of the executive session.

Chair Anderson asked the wishes of the Board about going into an executive session to discuss the hiring of a fifth person. No motion was made to go into an executive session. Chair Anderson asked if there was a motion to adjourn the meeting. Before the motion was made Matt asked if they could discuss the exit meeting. Solicitor Valentine said that this meeting would need to be added to an agenda to the agenda of the next meeting. Matt said they did give dates that would work for them to meet with the DEP. The Board did discuss days that would work for the meeting. Matt asked about a few other things to discuss and secretary Bri brought up that the Board would have to vote on to add to the agenda then it could be discussed. Solicitor Valentine suggested Matt send out an email to the Board stating what needs to be discussed at the next meeting. The Board agreed to that idea.

A motion to adjourn the meeting at 8:51 p.m. by Ms. Murray, 2<sup>nd</sup> by Mr. Witherite, and duly passed.

  
Patricia Murray Secretary/Treasurer

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Date