

## **MINUTES OF THE 06/19/2024 MEETING**

A meeting of Mifflin County Municipal Authority (MCMA) was held at 73 Reserve Lane (Derry Township Office), Lewistown. The meeting was called to order at 1:00 pm.

**BOARD MEMBERS PRESENT:** Eckley, Garver, Herto, Parker, Pecht, Shirey

**BOARD MEMBERS ABSENT:** Bargo, Griffith

**BOARD MEMBERS LATE:** Smeltz

**OTHERS PRESENT:** Bubb, Castel, Garrigan, Hassinger, Searer, Segursky

**OTHERS ABSENT:** None

**OTHERS LATE:** None

**PUBLIC PRESENT:** None

**PUBLIC COMMENT:**  
None

### **READING OF THE MINUTES:**

A Shirey/Garver motion was made to approve the 05/15/24 MCMA meeting minutes. The motion passed unanimously.

### **TREASURER'S REPORT:**

The budget and voucher reports were approved unanimously on a Garver/Pecht motion.

### **BUSINESS MANAGER'S REPORT:**

Hassinger presented her written report.

An update on the meter project was provided. 5,561 customer accounts have been completed. A letter has been issued to customers in Zone 2 who have not responded to multiple attempts to access the meter for the maintenance. The project end date is August 31, 2024.

An update on the Keystone Alliance rate study was provided. A final scenario will be presented to the entire Board on July 17, 2024. The project goals of meeting revenue requirements for capital improvements, updating the rates to meet current AWWA meter factor standards, and the removal of monthly allowances have been met. The typical residential customer will see an average of a 4% rate increase over the entire study period. Data provided to illustrate the final three (3) rate scenario options as well as additional details on the final scenario selected.

Hassinger has been working with Snyder Tower consultant to cancel the renewal in 2025. The annual inflation factor has been waived but no other relief from charges has been offered by the owner. Centre Communications is scheduled to remove MCMA equipment and provide a closing package to include before and after photos of equipment removal.

The final labor and material costs for the Airport Road main project was submitted to the Mifflin County Commissioners, via Jim Lettiere. The final amount is \$409,708.35.

FNB has offered a deal to beat PLGIT rates for 2024. Hassinger will firm up details and provide the written agreement from FNB.

The Business Managers was unanimously accepted on a Garver/Parker motion.

### **WATER PRODUCTION MANAGER'S REPORT:**

Castel presented his written report.

Castel reviewed the verbal quotes received for the filter plant floor refurbishment. Lifetime Floors was the lowest quote. There will be significant work required to relocate the SCADA equipment. Castel recommended approving the Lifetime Floors quote and attached a purchase order for approval.

GSO3 services was onsite to complete annual equipment calibration. A purchase order for the invoice is recommended for approval.

The Source Water Protection Program has been approved. Annual reporting requirements are scheduled and the annual CCR will include an update.

Castel continues work on a comprehensive surge protection plan for all filter plant and grounds equipment.

The monthly sampling for Harmful Algal Bloom has started. Test results have been negative to date.

Seth Gahagan resigned effective June 23, 2024.

An Eckley/Shirey motion to accept the Water Production Manager report was unanimously approved.

A Shirey/Garver motion to approve PO 2202085 in the amount of \$8,749.76 to GS O3 Services for Onsite Service / Calibration was unanimously approved.  
A Garver/Pecht motion to approve PO 2202094 in the amount of \$6,805.50 to Lifetime Floors for Filter Plant Floor Refurbishment was unanimously approved.

**EXECUTIVE DIRECTOR'S REPORT:**

Bubb's presented his written report.

Bubb gave an update on projects in progress.

Electric Ave bridge project hit a snag with the conflict of the water line location. Bubb reported Chad Bagrosky worked with the contractor to resolve the issue. No relocation is required.

Lumber City bridge project is going to require a water line relocation. The EADS group has scheduled a meeting and provided project and cost share milestones.

Smeltz arrived to the meeting at 1:20 pm.

MCMA has installed approximately 800' of 8" water line down Elizabeth Street to connect to the existing line. Bubb reported he discussed five (5) options for the balance of the Mifflin County Commissioners loan funding. All projects received positive comments for qualification.

The hybrid truck is still not scheduled. Bubb will work with Lake Ford on possible options to expedite delivery. An Eckley/Garver motion to accept the Executive Director's report was approved; Smeltz abstained since he was not present for the entire report.

**ENGINEER'S REPORT:**

Buchart Horn:

Segursky presented his written report.

The Juniata Terrace water line replacement Environmental Review cleared on July 5, 2024.

No action on any other projects was required.

Herbert, Rowland & Grubic:

Garrigan presented his written report.

Garrigan reviewed the updated office and maintenance building project. A pre-construction meeting was held June 7, 2024. There were no issues from the meeting. Garrigan reported construction activity should begin next week.

Garrigan provided an update on the meter reader replacement project and recommended payment #8.

A Parker/Eckley motion to approve pay application #8 for Contract #23-100 in the amount of \$76,893.00 was unanimously approved.

**SOLICITOR'S REPORT:**

Searer provided his written report with no actions requiring action.

All documents have been recorded for the service line agreement on Logan Boulevard, Burnham (Lake/Johnson).

**OLD BUSINESS:**

**NEW BUSINESS:**

A Griffith/Shirey motion to approve MCMA Water Revenue Bonds, Series 2021 Construction Fund Requisition 28-2022CF in the amount of \$108,663.85 was unanimously approved.

An Eckley/Shirey motion to approve attendance to the 2024 PMAA Convention – September 15-18, 2024 at the Hershey Lodge & Convention Center was unanimously approved.

**CORRESPONDENCE:**

The Authorities Annual Conference Brochure

AUTHORITY

MCMA Correspondence to Customers

-Dealers Choice Auto Connection – Randall Chilcote, Exemption to meter access denied

-Nicholas Bailey – Credit for metered consumption denied

An Eckley/Pecht motion to adjourn the meeting at 1:49 pm was unanimously approved.

Attested by:

Michelle Shirey  
Vice Chairperson