

Maidencreek Township Authority
September 21, 2023

Attending Board Members: Jack May, Dan Novakovich, Joe Rudderow III, Jim Nothwehr, Tom Evanosky

Also Attending: Greg Unger, Ty Leinneweber and of SDE, Daniel Becker of Kozloff Stoudt, Patrick Donovan, Russ Stoudt and Debbie Kline of the Maidencreek Township Authority.

Guests: Paul Mack of Campbell, Rappold & Yurasits, LLP

Jack May called the September 21, 2023 meeting of the Maidencreek Township Authority (MTA) to order at 11:00 a.m. at the Maidencreek Township municipal building and asked everyone to rise for the Pledge of Allegiance to the Flag.

PUBLIC COMMENT

Audit for Year Ending 9-30-2021 – Paul Mack of Campbell, Rappold & Yurasits, LLP, presented the financial audit and communication letter for approval. Mr. Mack stated the financial statements appeared to be in good standing. There were no significant findings to report.

A motion was made by Jim Nothwehr to approve the financial statement and communication letter for the audit for fiscal year end 09/30/21. The motion was seconded by Dan Novakovich and hearing no questions on the motion, it passed unanimously.

PLAN REVIEW

Crossing at Maidencreek

No action this month.

Wolfson Group

No action this month. The developer requested a meeting with the professional staff to discuss the review letter sent by SDE last month.

APPROVAL OF THE MINUTES

A motion was made by Joe Rudderow III to waive the reading of the minutes and approve the August 17, 2023 regular monthly meeting minutes as presented. The motion was seconded by Jim Nothwehr and hearing no questions on the motion, it passed unanimously.

NEW BUSINESS

ACH Payments

A motion was made by Dan Novakovich to ratify the execution of the documents necessary to authorize the action taken to approve the ACH payment process as an accepted method of payment. The motion was seconded by Tom Evanosky and hearing no questions on the motion, it passed unanimously.

2023 Healthcare and HSA Funding

Mr. Donovan provided the Board with a summary of the healthcare changes prior to the meeting. The Aetna Health Care renewal reflects an increase of 5.69%. The annual deductible has increased to \$3,000.00 for single employees and \$6,000.00 for non-single employees.

Maidencreek Township Authority
September 21, 2023

Mr. Donovan asked the Board to consider increasing the MTA H.S.A contribution from \$2,375.00 to \$2,500.00 for single employees and from \$4,750.00 to \$5,000.00 for non-single employees.

A motion was made by Joe Rudderow III to approve the renewal of the Aetna Health Care plan with a renewal date of October 1, 2023. The motion was seconded by Jim Nothwehr and hearing no questions on the motion, it passed unanimously

A motion was made by Jim Nothwehr to increase and fund the H.S.A. for single employees at \$2,500.00 and non-singles at \$5,000.00. Single employees shall continue to contribute 10% of the annual premium and non-single employees shall contribute 15%. The motion was seconded by Dan Novakovich and hearing no questions on the motion, it passed unanimously.

Treatment Plant Heater

Mr. Donovan reported the heater at the treatment plant was damaged in the July flood and needs to be replaced. Mr. Donovan received a quote from Tactical Plumbing & Heating in the amount of \$12,179.00 This will be a wall mounted unit that will be installed above the flood line to avoid damage from future flooding.

A motion was made by Joe Rudderow III to approve the replacement of the heater at the waste water treatment plant for a cost not to exceed \$12,179.00. The motion was seconded by Jim Nothwehr and hearing no questions on the motion, it passed unanimously.

Treatment Plant Roof

Mr. Donovan reported the roof at the treatment plant sustained leaks during the July flood. The existing roof has been repaired for leaks in the past and has not been replaced in more than twenty years. Russ Stoudt received three bids for this project. The lowest bidder is Rainbow Roofing Company, Inc.

A motion was made by Joe Rudderow III to approve the replacement of the roof at the waste water treatment plant for a cost not to exceed \$18,500.00. The motion was seconded by Jim Nothwehr and hearing no questions on the motion, it passed unanimously.

Well 6 & 7 Construction Project

Mr. Unger of SDE provided an update on the status of the grant application for this project. A decision from the Commonwealth Financing Authority (CFA) has again been delayed and is now expected in November. There was a lengthy discussion regarding how to proceed. If the Notice of Award and Notice to Proceed is issued prior to a grant being awarded, the MTA grant application will be disqualified. Delaying the Notice of Award and Notice to Proceed could result in extra costs from the contractors and possibly DEP. At this time, SDE is recommending that the MTA move forward with the project.

The Board and professional staff discussed funding for this project and the timing of the bond issuance. Mr. Donovan spoke with Jamie Schlesinger of PFM, and he anticipates the bond issuance to be complete by the end of December.

Maidencreek Township Authority
September 21, 2023

A motion was made by Dan Novakovich to authorize SDE to issue a Notice of Award, and Notice to Proceed for the Phillips Farm Well 6 & 7 Project. The motion was seconded by Jim Nothwehr and hearing no questions on the motion, it passed with 4 ayes and one nay from Joe Rudderow III.

The Board instructed SDE to research the grant and notify CFA as needed in terms of the MTA issuing a Notice of Award and Notice to Proceed with this project. SDE has also been instructed to request extra consideration for the grant related to the interconnect project as a result of withdrawing the grant application for the Well 6 & 7 Project.

A motion was made by Jim Nothwehr to authorize SDE to notify Commonwealth Financing Authority (CFA) that the MTA issued a Notice of Award, and Notice to Proceed for the Phillips Farm Well 6 & 7 Project. The motion was seconded by Jim Nothwehr and hearing no questions on the motion, it passed unanimously

Guarantee Revenue Bond

A special meeting has been scheduled for September 27th at 6:00 PM with the Township Board of Supervisors, the Maidencreek Township Authority Board, and Jamie Schlesinger of PFM for bond issuance discussion and potential action on adoption of Bond Issuance Resolution and Bond Issuance Ordinance.

Tompkins Bank

Mr. Donovan reported the Tompkins Bank branch located in Blandon will be closing effective December 1, 2023. There was discussion of closing the MTA accounts at Tompkins Bank.

A motion was made by Joe Rudderow III to authorize the preparation and execution of all necessary documents by the appropriate official of the MTA to terminate the relationship and move the funds out of Tompkins Bank. The motion was seconded by Jim Nothwehr and hearing no questions on the motion, it passed unanimously

Fleetwood Bank

The Board discussed opening MTA accounts with Fleetwood Bank in order to continue to bank locally, as the Tompkins Bank branch located in Blandon is closing effective December 1, 2023.

A motion was made by Jim Nothwehr to authorize the preparation and execution of all necessary documents by the appropriate officials of the MTA to open accounts at Fleetwood Bank to move the MTA funds to Fleetwood Bank. The motion was seconded by Joe Rudderow III and hearing no questions on the motion, it passed unanimously

Pension Plan Administrator

A motion was made by Tom Evanosky to appoint Joe Rudderow III, the 2024 Chairman of the Authority, as the Pension Plan Administrator. The motion was seconded by Jim Nothwehr and hearing no questions on the motion, it passed unanimously.

MMO Pension Obligation 2024

A motion was made by Joe Rudderow III to approve the MMO Pension Obligation for 2024 in the amount of \$68,627.00. The motion was seconded by Jim Nothwehr and hearing no questions on the motion, it passed unanimously.

October Shut-Off List

A motion was made by Dan Novakovich to approve the October Shut-Off list as presented. The motion was seconded by Jim Nothwehr and hearing no questions on the motion, it passed unanimously.

Emergency Contract

SDE presented the emergency contract with M & A Excavating, LLC to be signed by the chairman. The emergency contract was signed.

July 2023 Flood Damage

Mr. Donovan provided an update regarding insurance reimbursements for the vehicles. The 2017 GMC pickup is being evaluated for flood damage.

Mr. Donovan reported he is continuing to work with the MTA insurance broker and Greg Unger to evaluate flood insurance options.

SDE is continuing to evaluate engineering options for stormwater mitigation for raising the berm at the treatment plant. The surveyor will be out next week to perform the survey in order for SDE to do the engineering.

SDE reported the UV project is in progress.

LEAK REDUCTION REQUESTS

Gabrielle Natale, 109 White Birch Lane, Blandon

A motion was made by Dan Novakovich to authorize a one-time leak reduction per MTA policy for Gabrielle Natale, 109 White Birch Lane. The motion was seconded by Jim Nothwehr and hearing no questions on the motion, it passed unanimously.

UPDATES

Antenna Radio Read System

Mr. Donovan provided an update. The MTA is working with the Township. Verizon has approached the Township to construct a cell tower on Township property. There is discussion of adding the antenna for the radio read system to this tower.

Muhlenberg Interconnection

Mr. Becker stated a meeting was held with Muhlenberg Township. Mr. Becker will review the proposal from Muhlenberg Township with Mr. Donovan and SDE.

SOLICITOR'S REPORT

None.

Maidencreek Township Authority
September 21, 2023

ENGINEER'S REPORT

SDE submitted a written report.

AUTHORITY REPORT

Mr. Donovan had nothing further to add.

PAYMENT OF BILLS

A motion was made by Dan Novakovich to accept the Treasurer's Report and authorize the following payments as presented: Routine/Regular Bill List - \$96,673.21, Construction in Progress - \$711,763.98, Reimbursable Expenses Paid by Developer - \$2,587.00, Payroll Account Transfer from Operator Acct - \$0, Emergency Account Transfer from Operator Acct - \$0, Validate Checks Signed Between Meetings - \$308.70, Special Checks Requiring Special Handling - \$154,949.75. Tom Evanosky seconded the motion and hearing no questions on the motion, it passed unanimously.

A motion was made by Joe Rudderow III to authorize payment of the Additional Checks after Board Book Delivery in the amount of \$23,397.90. Tom Evanosky seconded the motion and hearing no questions on the motion, it passed unanimously.

ENGINEER'S/SOLICITOR'S REIMBURSABLE EXPENSES

A motion was made by Joe Rudderow III to approve Professional Staff Reimbursable Expenses for SDE invoice #114967 in the amount of \$1,680.00. The motion was seconded by Dan Novakovich and hearing no questions on the motion, it passed unanimously.

A motion was made by Joe Rudderow III to approve Professional Staff Reimbursable Expenses for SDE invoice #114968 in the amount of \$560.00. The motion was seconded by Jim Nothwehr and hearing no questions on the motion, it passed unanimously.

A motion was made by Joe Rudderow III to approve Professional Staff Reimbursable Expenses for Kozloff Stoudt invoice #194331-081 in the amount of \$315.00. The motion was seconded by Dan Novakovich and hearing no questions on the motion, it passed unanimously.

A motion was made by Joe Rudderow III to approve Professional Staff Reimbursable Expenses for Kozloff Stoudt invoice #194331-082 in the amount of \$32.00. The motion was seconded by Dan Novakovich and hearing no questions on the motion, it passed unanimously.

Executive Session – The MTA Board went into executive session at 1:17 p.m. to 2:34 p.m. to discuss personnel items.

The MTA Board came out of executive session at 2:34 p.m. and took action as follows:

Annual Employee Wage Increase

A motion was made by Dan Novakovich to authorize a 4.4 % increase for all employees effective October 1, 2023. The motion was seconded by Tom Evanosky, and hearing no questions on the motion, it passed unanimously.

Maidencreek Township Authority
September 21, 2023

A motion to adjourn was made by Joe Rudderow III and seconded by Jim Nothwehr to adjourn the meeting at 2:35 p.m.

Respectfully Submitted,

Debbie Kline

Debbie Kline

Recording Secretary

Minutes are subject to change prior to approval of the Maidencreek Township Authority.

cc: Maidencreek Township Authority Board
Patrick Donovan, Maidencreek Township Authority General Manager
Greg Unger, Systems Design Engineering, Inc., MTA Engineer
Maidencreek Township Manager
Ontelaunee Township
Maidencreek Township Board of Supervisors
Maidencreek Township Planning Commission
Daniel Becker, Kozloff Stoudt, MTA Solicitor
Maidencreek Township Authority Plant Operators