

The Organizational and Regular Meeting of the Bloomsburg Municipal Authority Board was held Tuesday, January 14, 2020, 4:00pm in the Conference Room of the Municipal Authority Office, 1000 Market Street, Suite 9, Bloomsburg, PA.

Board Chair Thomas Evans presided. Those present included Board Members Lawrence Mack, W. Carey Howell, Vincent DeMelfi and Michael Upton; Interim Plant Superintendent Mark Tappe; Maintenance/Collection System Supervisor Josh Young; George Myers, Jeff Slabinski and Miranda Girton, Myers Environmental Services; Steven Siegfried, P.E., Rettew; Solicitor Alvin Luschas, Luschas, Naparsteck & Crane LLP; Secretary/Office Manager Amber Kenney and Billing and Collections Director Amy Seamans. Also present was Eric Ness, Bloomsburg University Assistant VP of Facilities Management.

T. Evans turned the Organizational Meeting over to C. Howell for the nomination and election of Chair.

#### **NOMINATION AND ELECTION OF CHAIR FOR THE YEAR 2020**

On a motion by C. Howell, seconded by V. DeMelfi and voted on unanimously, the Board elected and appointed Thomas Evans as Chair for the year of 2020.

C. Howell turned the Organizational Meeting back over to Chair T. Evans.

#### **NOMINATION AND ELECTION OF VICE-CHAIR FOR THE YEAR 2020**

On a motion by T. Evans, seconded by V. DeMelfi and voted on unanimously, the Board elected and appointed W. Carey Howell as Vice-Chair for the year 2020.

#### **NOMINATION AND ELECTION OF TREASURER FOR THE YEAR 2020**

On a motion by T. Evans, seconded by L. Mack and voted on unanimously, the Board elected and appointed Michael Upton as Treasurer for the year 2020.

#### **APPOINTMENT OF SECRETARY-ASSISTANT TREASURER FOR THE YEAR 2020**

On a motion by T. Evans, seconded by C. Howell and voted on unanimously, the Board appointed Amber Kenney as Secretary-Assistant Treasurer for the year 2020.

#### **APPOINTMENT OF SOLICITOR FOR THE YEAR 2020**

On a motion by T. Evans, seconded by V. DeMelfi and voted on unanimously, the Board appointed the firm of Luschas, Naparsteck & Crane, LLP as solicitor for the year 2020.

#### **APPOINTMENT OF ENGINEERING FIRM FOR THE YEAR 2020**

On a motion by T. Evans, seconded by C. Howell and voted on unanimously, the Board appointed the firm of Rettew Associates, Inc. as engineering firm for the year 2020.

#### **APPOINTMENT OF BANK DEPOSITORY FOR THE YEAR 2020**

On a motion by C. Howell, seconded by V. DeMelfi and voted on Four (4) (C. Howell, V. DeMelfi, L. Mack and M. Upton voting "Yes") to One (1) Abstention (T. Evans "Abstaining"), the Board appointed First Columbia Bank & Trust Co. as bank depository for the year 2020.

#### **CITIZENS TO BE HEARD (VIA PHONE) – ZACH WILLIARD, PFM FINANCIAL ADVISORS, LLC**

Zach Williard of PFM Financial Advisors, LLC reviewed a prepared handout via speaker phone with the Board concerning the borrowing for the WWTP Improvements Project.

#### **APPROVAL OF DECEMBER 10, 2019 MINUTES**

On a motion by C. Howell, seconded by V. DeMelfi and voted on unanimously, the Board approved the December 10, 2019 minutes without any additions or corrections.

**APPROVAL OF DECEMBER 30, 2019 MINUTES**

On a motion by C. Howell, seconded by V. DeMelfi and voted on unanimously, the Board approved the December 30, 2019 minutes without any additions or corrections.

**APPROVAL OF PAYMENT OF MONTHLY OPERATING AND MAINTENANCE BILLS FOR DECEMBER**

On a motion by C. Howell, seconded by L. Mack and voted on unanimously, the Board approved payment of the monthly operating and maintenance bills for December in the amount of \$288,290.10.

**APPROVAL OF PAYMENT OF MONTHLY SEWER MAINTENANCE BILLS FOR DECEMBER**

On a motion by C. Howell, seconded by V. DeMelfi and voted on unanimously, the Board approved payment of the monthly sewer maintenance bills for December in the amount of \$131,680.30.

**APPROVAL OF PAYMENT TO RETTEW ASSOCIATES, INC.**

On a motion by C. Howell, seconded by V. DeMelfi and voted on unanimously, the Board approved payment to Rettew Associates, Inc. in the amount of \$1,224.00 from the Construction account for final design services of the WWTP Improvements Project.

**APPROVAL OF PAYMENT TO GHD, INC.**

On a motion by L. Mack, seconded by C. Howell and voted on unanimously, the Board approved payment to GHD, Inc. in the amount of \$25,174.75 from the Construction account.

**APPROVAL OF PAYMENT TO FIRST COLUMBIA BANK & TRUST CO. FROM THE MUNICIPAL AUTHORITY EMPLOYEE PENSION FUND**

On a motion by C. Howell, seconded by V. DeMelfi and voted on Four (4) (C. Howell, V. DeMelfi, L. Mack and Mike Upton voting "Yes") to One (1) Abstention (T. Evans "Abstaining"), the Board approved payment to First Columbia Bank & Trust Co. in the amount of \$1,466.24 from the Municipal Authority Employee Pension Fund for fourth quarter trustee fees.

**APPROVAL OF LETTER OF ENGAGEMENT WITH HALL & ASSOCIATES FOR MUNICIPAL INDUSTRIAL PRETREATMENT PROGRAM (MIPP) AND NPDES PERMIT MATTERS**

On a motion by C. Howell, seconded by L. Mack and voted on unanimously, the Board approved a letter of engagement with Hall & Associates and their 2020 statement of billing practices rate schedule for services associated with the Authority's Municipal Industrial Pretreatment Program (MIPP) and NPDES permit matters.

**ADOPTION OF RESOLUTION NO. 01-14-20.01 – AMENDING RESOLUTION NO. 06-13-17.01 REGARDING HEADWORKS ANALYSIS AND LOCAL LIMITS**

On a motion by L. Mack, seconded by M. Upton and voted on unanimously, the Board adopted Resolution No. 01-14-2.01 amending Resolution No. 06-13-17.01 regarding headworks analysis and local limits.

**SCOTT TOWNSHIP FLOWS**

Scott Township flows averaged 435,194 gallons during the month of December.

**APPROVAL OF PAYMENT NO. 4 (FINAL) TO DON E. BOWER, INC. FOR THE FIFTH AND EAST STREET SEWER RECONSTRUCTION PROJECT**

On a motion by M. Upton, seconded by L. Mack and voted on unanimously, the Board approved payment No. 4 (final) to Don E. Bower, Inc. in the amount of \$44,496.58 for the Fifth and East Street Sewer Reconstruction Project.

**APPROVAL OF PAYMENT NO. 4 (FINAL) TO DON E. BOWER, INC. FOR THE EIGHTH STREET SEWER REPLACEMENT PROJECT**

On a motion by C. Howell, seconded by M. Upton and voted on unanimously, the Board approved payment No. 4 (final) to Don E. Bower, Inc. in the amount of \$37,837.92 for the Eighth Street Sewer Replacement Project.

**APPROVAL OF PROPOSAL FROM RETTEW ASSOCIATES, INC. FOR SANITARY SEWER GIS IMPLEMENTATION SERVICES**

On a motion by M. Upton, seconded by V. DeMelfi and voted on unanimously, the Board approved a proposal from Rettew Associates, Inc. in the amount of \$8,500.00 for Sanitary Sewer GIS Implementation Services.

**APPROVAL OF PROPOSAL FROM GHD, INC. FOR BIDDING AND AWARD SERVICES ASSOCIATED WITH THE WWTP IMPROVEMENTS PROJECT**

On a motion by C. Howell, seconded by M. Upton and voted on unanimously, the Board approved a proposal from GHD, Inc. in the amount of \$20,100.00 for bidding and award services associated with the WWTP Improvements Project.

There being no further business the meeting adjourned at 5:30pm.

AMBER KENNEY  
Secretary/Office Manager