

Millcreek Richland Joint Authority Meeting Minutes

March 4, 2024

The Millcreek-Richland Joint Authority Meeting of March 4, 2024, was called to order by John Wolgemuth, Authority Chairman at 7:01 P.M.

Present: James Bottomley; John Wolgemuth; Arthur Wealand, Rebecca Schnoke, Jessica Weaver, and Cody Shalters

Also in attendance: Dan Hershey, Amy Leonard, Esq., Justin LaTourette, and Jon Zinn

Announcement: Executive Sessions were held on 2/28/2024 and 3/4/2024 to interview the administrative assistant candidates.

Public Comment:

Jon Zinn was present to discuss insurance renewals for a three-year policy. There were significant increases in covered property values but the premium should only increase 2%. Property values increased 18%, but premium only increased 2% from our last policy. The new premium is \$14,957 per year, with the rate locked in for three years.

Mr. Wealand made a motion, seconded by Mr. Shalters, to accept the proposal from Zinn Insurance for the insurance policy renewals. All voted in favor.

Mr. Wolgemuth made a motion, seconded by Ms. Schnoke, to pay the United State Liability Insurance Company premium at a cost of \$622.00. All voted in favor.

Secretary's Report:

The minutes of the February 5, 2024, meeting were offered. No corrections were noted. Ms. Schnoke made a motion, seconded by Mr. Wolgemuth, to approve the February 5, 2024, meeting minutes. All voted in favor.

Treasurer's Report:

The Treasurer's Report and bills to be paid were reviewed for February 2024. Mr. Wolgemuth made a motion, seconded by Mr. Bottomley, to pay all bills marked with asterisks as presented on the February Treasurer's report. All voted in favor. Ms. Weaver abstained.

Mr. Wolgemuth made a motion, seconded by Mr. Bottomley, to approve the Treasurer's report. All voted in favor.

Ms. Schnoke is still working on calculating corrected commercial bills. Most companies recognized there had been abnormalities for the past year. The audit for 2022 is done, the audit for 2023 will be started in about 2 weeks.

Justin LaTourette – Purified Operations LLC:

Mr. LaTourette reported a quiet month in February. There were no violations or alarms. There was a break in the pipe discovered during televising, which Ditchcreek repaired. They used 2 quick sleeves to make sure they covered the entire break, which exceed the approved repair cost by approximately \$1,000. Ditchcreek also completed the jetting that was approved in February. They had to pull the grinder at Pump Station #3. The truck winch stopped working and needs repair. They were still able to pull the grinder and jetting was completed. Mr. LaTourette will get a quote for the repair for the April meeting.

Regarding 81 East Main Street, it was overflowing and backing up down Main Street again. Mr. Lapp said his contractor couldn't fit it in until next week. Mr. LaTourette called AH Moyer. They unclogged it Friday night. They came back on Saturday and replaced the pipe about 8 feet from the road. Mr. Lapp understands he is responsible for the bill. The Authority will pay the bill, and will invoice Mr. Lapp. 81 East Main Street is already converted to 2 units and Newmanstown Water has already run a second service to that property. Mr. Lapp will need a second lateral for the property. Mr. Hershey will give a plan to Ms. Leonard who will send Mr. Lapp a letter outlining what he will need to do.

SWERP quoted \$29,900 to put in a slip line from Manhole 273A to 275, which is 650 linear feet. This is a CoStars price. The quote does not include flagging and the Authority will need to provide water. Mr. LaTourette plans to have more information for the April meeting.

Dan Hershey – Hershey Engineering:

Myerstown will be replacing some pumps and getting quotes for the Authority's share of costs.

Zone A CCTV still needs to be completed. Mr. Hershey obtained 3 quotes, the Ditchcreek quote of \$22,472 was the lowest and is below the bidding threshold. The only remaining part of the system to complete televising is Zone D (Newburg) in 2025.

Mr. Bottomley made a motion, seconded by Mr. Wolgemuth, to approve Ditchcreek to complete CCTV at cost of \$22,472. All voted in favor.

The Elm Street project has general plans for the development, but no specific plans for pumps or the sewer system.

The Ash Road project with JFM continues to be negotiated. The parties are close to a deal with hopes to execute an agreement at the April meeting. Recent updates to the proposed agreement were reviewed.

Amy Leonard, Solicitor: none.

Board Member Reports:

Ms. Schnoke addressed snow removal. The Authority's section of sidewalk was not done during a recent snowfall. Someone will ask the plow company to see if they could also address the sidewalk.

Office Report for Billing/Collections: none. Ms. Schnoke will have a report for next month or circulate via email. Penalties were posted and the first delinquency letters were just sent out.

Correspondence:

PennDOT sent a request for access to do repairs because they do not have any right of way beyond the curb. They need the Authority's permission to enter onto the Authority's property to fix a handicap curb.

Mr. Wolgemuth made a motion, seconded by Ms. Schnoke to give PennDOT approval to access MRJA sidewalk.

Old Business: none.

New Business:

Richland Borough is considering the Authority's request to lower the annual trash bill. It is tabled for further discussion. It will not affect the 2024 payment that was already paid.

The Board went into an executive session at 8:54 P.M. to discuss personnel matters and the hiring of administrative assistant. The Board left the executive session at 9:15 P.M.

Ms. Schnoke made a motion, seconded by Mr. Shalters, to hire Cindy Lewis at a rate of \$20 per hour for up to 20 hours per week contingent on receipt of clean background checks and criminal reports. All voted in favor.

Ms. Schnoke has approached Wells Fargo at least 3 times about setting up the revenue account with no response.

Mr. Wolgemuth made a motion, seconded by Mr. Bottomley, to obtain information to open a revenue account with Fulton Bank, so long as it is compatible with Diversified Technologies. All voted in favor.

There being no further business to come before the Authority, Ms. Schnoke made a motion, seconded by Mr. Wolgemuth, to adjourn the meeting. Meeting adjourned at 9:29 P.M.

Respectfully submitted by
Secretary, Jessica Weaver