

MINUTES OF MUNICIPAL AUTHORITY OF BUFFALO TOWNSHIP

MAY 19TH, 2016 REGULAR MONTHLY MEETING

PRESENT: Cynthia Braden, Warren Capenos, Richard Healey, John Haven, Attorney Pam Walters, Engineer Ed Schmitt

ABSENT: Eric Smith, Authority Manager Don Amadee

1. The May 19th, 2016 regular monthly meeting of the Municipal Authority of Buffalo Township was called to order by Chairperson Cynthia Braden at 7:00 P.M.
2. Cynthia Braden announced the meeting was being recorded and requested that anyone in the audience taping the meeting provide his or her name and address. No one responded.
3. Cynthia Braden led in the Pledge of Allegiance to the Flag.
4. Approval of minutes of the April 21st, 2016 regular monthly meeting: A motion was made by John Haven, seconded by Richard Healey, to approve the minutes of the April 21st, 2016 regular monthly meeting. The motion passed unanimously.
5. Open to the floor:
6. Treasurer's report:
 - (a) Financial Report for April of 2016: The Treasurer's report for April of 2016 was presented. A motion was made by Warren Capenos, seconded by Richard Healey, to approve the Treasurer's report for April of 2016. Motion was passed unanimously.
 - (b) Invoices: The Board reviewed the list of monthly bills for approval. A motion was made by John Haven, seconded by Warren Capenos, to pay the invoices as listed on the Cash Requirements list for May 19th, 2016. Motion passed unanimously.
7. Manager's Report: Chairperson Cynthia Braden commented that Don was absent tonight to attend his daughter's college graduation. She added that she had reviewed the agenda items with Don prior to his departure.
 - (a) Customer Web Portal: Cindy noted that this site is up and running but has not been advertised to our customers yet. Don has distributed information on the site to our employees and the Board and has asked them to visit the site and test it out.
 - (b) 2015 Audit Underway: Cindy asked Jaime Ericsson about the audit. Jaime commented that the auditors had been in today and will be collecting data through next week.
8. Solicitor's Report: No report.
9. Engineer's Report:
 - (a) CID Utility Extension Project: Ed informed the Board of the status of this project. He noted that Allegheny Power has informed us that they will be onsite on May 23rd and the electrical service should be available by May 31st. Ed presented the Board with Pay Requisition #5 in the amount of \$58,407.29. A motion to approve this pay requisition was made by John Haven, seconded Richard Healey, and approved unanimously.
 - (b) Sunset Tank Mixer Repair: Ed reported that we are in the process of draining the tank. Once this is complete, the contractor will return and complete the repairs.
10. Old Business:
 - (a) Service Request from HARSCO Metals and Minerals: Pam presented the Board with a revised agreement from HARSCO. She pointed out the changes from the agreement approved last month and commented briefly on these. She added that she and Don were both comfortable with these changes which were primarily additional wording added for clarification. Following a brief discussion, a motion

MINUTES OF MABT MAY 19th, 2016 MEETING

Page 2 of 2

to approve this revised agreement was made by Warren Capenos, seconded by Richard Healey, and approved unanimously. Ed estimated that construction of the permanent connection would take about two weeks.

- (b) Franklin Street Waterlines: Cindy explained that work on Franklin Street had begun on Monday the 16th and was expected to take at least 3 weeks.

11. New Business:

- (a) Vermeer Vacuum/Jetter Trailer from TC and TR Kelley: Cindy Braden reviewed with the rest of the board a fact sheet and several photos prepared by Don concerning a piece of used equipment being sold by a local contractor. She explained that this item is a trailer-mounted vacuum excavator that can also be used as a sewer jetter. After the Board reviewed the fact sheet and discussed the various uses of this equipment, Warren Capenos made a motion to approve purchasing it from TC and TR Kelley for \$15,000. This motion was seconded by John Haven and approved unanimously.
- (b) Allen Property PRD: Cindy noted that concept drawings of this proposed plan have been delivered to the Authority and were available tonight if anyone wished to view them.

- 12. Adjournment: A motion to adjourn was made at 7:55 p.m. by Richard Healey, seconded by John Haven, and approved unanimously.