

HAINES-AARONSBURG MUNICIPAL AUTHORITY
BOARD MEETING
JANUARY 17, 2024

ATTENDANCE: Derek Hart Chairman, Russel Burkholder Vice- Chairman, Kimberly Claar Interim Secretary/Treasurer, Ian Smith Assistant Secretary/Treasurer, Kody Orndorf Board Member, Tina Lamey Board Member, John Miller Solicitor, Patrick Ward and Ross Torquato Buchart Horn Engineering, System Operators Bryan & Jodi Muthler, Patricia Valentine Customer, Daryl Schafer Haines Township Chairman, Delmer Homan Haines Township Vice Chairman, Randy Ream Haines Township Supervisor.

CALL TO ORDER: Chairman Derek Hart called the January 17, 2024 meeting of Haines-Aaronsburg Municipal Authority to order at approximately 7:00p.m. The meeting was held in the Haines-Aaronsburg Municipal Authority Office Building located at 337 E. Aaron Sq. in Aaronsburg, Pa. The call to order was followed by the Pledge of Allegiance.

NOMINATE & ELECT BOARD MEMBERS:

Derek Hart nominated Tina Lamey for Secretary and Treasurer of the Board. Russel Burkholder seconded the motion and the motion carried.

Vote: R.Burkholder-Yes; D.Hart-Yes; I.Smith-Yes; K. Orndorf-Yes

PUBLIC COMMENTS: None

MINUTES APPROVAL: Ian Smith motioned to approve the regular monthly minutes as presented for January 10, 2024. Motion was seconded by Russel Burkholder and the motion carried.

Vote: R.Burkholder-Yes; D.Hart-Yes; I.Smith-Yes; K. Orndorf-Yes; T. Lamey-Yes

OFFICERS REPORT: Russel referred a caller to Municibid for information on the Truck for sale. Russel will make the link to Municibid available to all Board members and Kimberly Claar.

TREASURERS REPORT: Kimberly Claar presented the Treasurer's Report dated January 17, 2024. Ian Smith motioned to pay bills and approve the Treasurer Report as presented with one correction to the DCED Grant #0601 section. Motion was seconded by Cody Orndorf and the motion carried.

Vote: R.Burkholder-Yes; D.Hart-Yes; I.Smith-Yes; K. Orndorf-Yes; T. Lamey-Yes

ENGINEERS REPORT: Patrick Ward, Buchart Horn Engineers reported that a DBE form was not completed as part of the Penn Vest bidding process. To rectify the situation the board approved and signed a DBE Compliance Statement. Ian Smith motioned to approve the Grant/Loan Recipient Disadvantaged Business Enterprise Compliance Statement. Russel Burkholder seconded the motion and the motion carried.

Vote: R.Burkholder-Yes; D.Hart-Yes; I.Smith-Yes; K. Orndorf-Yes; T. Lamey-Yes

OLD BUSINESS: None.

NEW BUSINESS: State Ethics Forms for 2023 were provided to all Board Members. The filing date is no later than May 01, 2024.

Discussion was had with the Township Supervisors regarding sharing the current office space at 337 E. Aaron Square. The cost split would be 50/50. The next step is to contact the landlord for approval and possible upgrades to the file room at the Township's cost. Township Supervisors will have to vote on sharing office space and how to compensate Kimberly Claar for HAMA services at their February meeting. This Board will then take additional action at their February meeting to finalize arrangements.

After reviewing the current Rates, Rules, and Regulations Article XIII Bills and Payments the Board requested to have Solicitor Miller review and simplify the language to be reviewed at the next meeting. In the meantime, delinquent invoices will have areas highlighted and note to contact the office to arrange payment. Once the Board has simplified language a delinquent letter will be drafted and sent.

Derek Hart motioned to approve putting any delinquent money collected to be deposited into the account ending in #6201. Ian Smith seconded the motion and the motion carried.

Vote: R.Burkholder-Yes; D.Hart-Yes; I.Smith-Yes; K. Orndorf-Yes; T. Lamey-Yes

SYSTEM OPERATORS REPORT: Jodi and Bryan Muthler confirmed that they will continue to read meters every month. Jodi inquired about getting supplies. The board instructed to contact Kimberly Claar for supplies. The Board unanimously approved the purchase of some additional water meters to have on hand. The Board unanimously approved adding Chairman Derek Hart as the System Owner for DEP reports and filings.

SOLICITORS REPORT: None

ADJOURNMENT: Ian Smith motioned to adjourn the January 17, 2024 meeting. Kody Orndorf seconded the motion and the motion carried.

Vote: R.Burkholder-Yes; D.Hart-Yes; I.Smith-Yes; K. Orndorf-Yes; T. Lamey-Yes