

HAINES-AARONSBURG MUNICIPAL AUTHORITY
BOARD MEETING
FEBRUARY 21, 2024

ATTENDANCE: Derek Hart Chairman, Russel Burkholder Vice- Chairman, Tina Lamey Secretary/Treasurer, Ian Smith Assistant Secretary/Treasurer, Kody Orndorf Board Member, John Miller Solicitor, Patrick Ward and Ross Torquato Buchart Horn Engineering, Bryan & Jodi Muthler System Operators, Kimberly Claar Office Administrator, Patricia Valentine Customer.

CALL TO ORDER: Chairman Derek Hart called the February 21, 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.

PUBLIC COMMENTS: None

MINUTES APPROVAL: Ian Smith moved to approve the regular monthly minutes as presented for January 17, 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: None.

TREASURERS REPORT: Kimberly Claar presented the first QuickBooks Treasurer's Report dated February 21, 2024. Ian Smith motioned to pay bills and approve the Treasurer Report as presented. 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

Timecards for Kimberly Claar were submitted and approved. Derek Hart moved to approve the timecard presented. Motion was seconded by Kody Orndorf and the motion carried.

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

Ian Smith moved to close the maturing commercial loan. 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

ENGINEERS REPORT: Patrick Ward, Buchart Horn Engineers reported that the Board will need to hold a special meeting to authorize advertising for bids for the Generator Project. Derek Hart moved to advertise and hold a Special Meeting on February 28, 2024, at 4pm in the HAMA office. 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

Ross Torquato, Buchart Horn Engineers reported that Kimberly Claar will need to start putting together a list of all PennVest invoices going back to 2019 including all corresponding documentation of if and how it was paid. The Board will also need to open a non-interest bearing checking account just for this project. This is all necessary for the PennVest Requisitions.

OLD BUSINESS: Derek Hart moved to sign the Sub-Lease Agreement with Haines Township. 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

Russel Burkholder moved to list Ian Smith as the Authorized Signer on all Sub-Lease paperwork on HAMA's behalf. Motion was seconded by Derek Hart and the motion carried.

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

Derek Hart moved to cancel the Office Verizon Phone line and Centre Wisp Internet Service effectively immediately. Motion was seconded by Kody Orndorf and the motion carried.

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

Derek Hart moved to add Kimberly Claar to the payroll at \$22.31/hr as Office Administrator. Motion was seconded by Kody Orndorf and the motion carried.

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

NEW BUSINESS: Derek Hart moved to approve Subrecipient Agreements with Centre County FFY 2020 & 2021. Motion was seconded by Kody Orndorf and the motion carried.

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

Russel Burkholder moved to adopt Resolution 2024-1. Motion was seconded by Ian Smith and the motion carried.

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

Derek Hart moved to accept the winning truck bid of \$7,010.00 and authorize Tina Lamey or Kody Orndorf to sign title paperwork on behalf of HAMA.

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

The Automated Call System was discussed no further action was taken.

Sub-contractor status for the current system operators was tabled until the March meeting.

Congratulations to Bryan Muthler for achieving System Operator Status!

After a brief discussion the Board unanimously agreed to not change the meeting time.

SYSTEM OPERATORS REPORT: Jodi Muthler requested the board approve the Circuit Rider Management Agreement.

Derek Hart moved to approve the Circuit Rider Management Agreement. Motion was seconded by Kody Orndorf and the motion carried.

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

Derek Hart moved to approve the purchase of 25 meters from LB Water, a benchtop pH meter/portable turbidimeter from HACH, and secondary containment for chemical storage from USA Bluebook. Motion was seconded by Kody Orndorf and the motion carried.

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

Ian Smith moved to open and set up accounts at Grainer / Mc Master Carr.

Motion was seconded by Kody Orndorf and the motion carried.

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

SOLICITORS REPORT: None

ADJOURNMENT: Derek Hart motioned to adjourn the February 21, 2024, meeting at 9:16pm. 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