

HAINES-AARONSBURG MUNICIPAL AUTHORITY  
BOARD MEETING  
DECEMBER 11, 2024

**ATTENDANCE:** Russel Burkholder Vice-Chairman, Ian Smith Asst. Secretary/Treasurer, Kody Orndorf Member, Ross Torquato Buchart Horn Engineering, Bryan & Jodi Muthler System Operators, Kimberly Claar Office Administrator.

**CALL TO ORDER:** Russel Burkholder called the December 11, 2024, meeting of the 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 November 20, 2024. The motion was seconded by Kody Orndorf and the motion carried.

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

**OFFICERS REPORT:** None

**TREASURERS REPORT:** Kimberly Claar presented the Treasurer's Report dated December 11, 2024. Russel Burkholder moved to approve the Treasurer Report as presented. The motion was seconded by Ian Smith and the motion carried.

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

Russel moved to pay bills and the credit card statement. The motion was seconded by Ian Smith and the motion carried.

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

**ENGINEERS REPORT:** Ross Torquato, Buchart Horn Engineers reported:

1) Water Treatment Plant Project

Buchart Horn File No. 79012-00

a) As of December 10, Martin's construction has completed the building addition work. This concludes most of the work

for the next few months as we wait on equipment. The current construction progress is as follows:

i) Building Framing 100% Complete

ii) Building Metal Roof 100% Complete

iii) Building Siding & Trims 100% Complete

iv) Building Doors and Hardware 100% Complete

Recommended Action: Approve Pay Application No. 7 for \$218,456.28. Approve submittal of PENNVEST Pay Requisition No. 11 for \$218,456.28.

2) Water Well Rehabilitation Project – Phase II

Buchart Horn File No. 79012-00

a) As of December 10, there has been little work that was completed since last month's meeting. The current construction progress is as follows:

- i) Well 8 Duct Bank Excavation/Encasement 95% Complete
  - ii) Well 8 Gravel Area and Drive 80% Complete
  - iii) Well 8 Duct Bank Conduit 95% Complete
  - iv) Well 8 Concrete Generator Pad 95% Complete
  - v) Well 8 Fence and Gate 0% Complete
- Recommended Action: None.

3) Act 57 Study Proposal

a) After reviewing previous fees, a fee of roughly \$6,300 to complete a new Act 57 Study was determined. This was tabled at last month's meeting and will be removed on the next month's report until it is revisited.

4) SRBC Grant Agreement

a) After reviewing previous fees, a fee of \$1,100 to complete the SRBC grant application was determined.

Recommended Action: Approve the \$1,100.00 fee for BH to submit a SRBC Grant Application.

Russel Burkholder moved to approve Contractor Pay Application No. 7 for \$218,456.28. The Motion was seconded by Kody Orndorf and the motion carried.

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

Russel Burkholder moved to approve Penn Vest Requisition No. 11 for \$218,456.28. The Motion was seconded by Kody Orndorf and the motion carried.

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

Kody Orndorf moved to approve a \$1,100.00 fee for BH to submit a SRBC Grant Application. The Motion was seconded by Russel Burkholder and the motion carried.

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

**OLD BUSINESS:** Kimberly Claar reported that the first steps have been taken to update the current billing system adding the ability to accept credit card payments online and in person. Customers will also be able to access their accounts online.

At the time of this meeting, the Board had not received a quote from Sippel Construction for the Water Gap Road Repair. The Board unanimously agreed to table this until a quote has been received.

**NEW BUSINESS:** Russel Burkholder moved to adopt the 2025 Annual Budget for the Haines-Aaronsburg Municipal Authority. The Motion was seconded by Ian Smith and the motion carried.

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

**SYSTEM OPERATORS REPORT:** Jodi Muthler reported that they are working with Sippel Construction to winterize the plant and plant addition.

**SOLICITORS REPORT:** None.

**ADJOURNMENT:** Russel Burkholder moved to adjourn the December 11, 2024, meeting at 8:33pm. The Motion was seconded by Kody Orndorf and the motion carried.

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