

REGULAR MEETING

January 2, 2024

7:00 o'clock P.M.

The regular meeting of the Board of the Municipal Authority of the City of Sunbury, County of Northumberland, Pennsylvania, was held Tuesday, January 2, 2024, at 7:00 o'clock, pm at the Municipal Authority Administrative Building, 462 South Fourth Street, Sunbury, Pennsylvania.

The following were in attendance:

Norman Koch, Vice Chairman
Thomas McBryan, Secretary / Treasurer
Larry Welfer, Assistant Secretary / Treasurer
Tre Bittner, Board Member
Thomas Krieger, Board Member
David Persing, Board Member
Jason Neidig, General Manager
Matthew Billman, Wastewater Manager
Patrick Bennett, Solid Waste/Recycling Manager
Michael Balducci, Solicitor
Patrick Ward, Engineer
Jennifer Kremer, Acting Recording Secretary
Russell Wertz, Wastewater Foreman
Jim Fenstermacher, Wastewater Employee

Mr. Koch called the meeting to order, and Mr. Billman led with the Pledge of Allegiance.

Mr. Koch stated that nobody was present for public discussion.

Mr. Neidig gave an overview of the situation involving the sewer line issues at the property of 240 S Tenth Street, Sunbury. Discussion ensued regarding the work that was completed by the Authority's personnel, and the request from the customer for the Authority to pay the bills related to this problem. Mr. Billman, Mr. Wertz and Mr. Fenstermacher explained the work that was done by the Authority, and what their findings were. An itemized breakdown of the materials used for repairs by the customer's plumber, Lytle's HVAC, was not available. Jason is to contact the plumber to obtain this list for review. Mr. Koch appointed a committee consisting of Board members Tom McBryan, Tom Krieger and Larry Welfer to review all quotes and bills and come back to the rest of the Board with a recommendation.

A secondary result of this issue is that Jason and Matt will be sitting down to develop a standard SOP for using the camera on a job when necessary.

Discussion then turned to communicating consideration of Pamela Schlegel to Sunbury City Council to fill the empty board seat vacated by her father. After discussion at the last Board meeting, Mr. Koch approached Pam to find out if there was any interest on her part to fill her father's seat, Chairman Charles Schlegel, who retired at the end of 2023. Tom Krieger stated he did not feel the Board

should endorse any one candidate but agreed that the board could provide a name for consideration to Council, as this has been a past practice. On a motion by Tre Bittner, seconded by Larry Welfer, Mr. Neidig will prepare a letter of interest for Pam to sign for delivery to City Council for consideration alongside any other candidates that may be recommended to them. Motion carried.

WASTEWATER DEPARTMENT REPORT

Matt reviewed his report and discussed activity since the last meeting. Covid-19 PA Small Water Sewer Grant for the UV System was not awarded to us. The grant was to cover \$500,000 toward the total project cost of \$680,000. This grant can be reapplied for each year. Discussion ensued regarding the timeline, which is about a year, to get this in place and what other options are available. Matt said they could source out some parts, including a motherboard panel. He will pursue getting a price for this panel before the next board meeting.

It was noted that the City was awarded an ARPA water grant for \$250,000 for the Susquehanna Avenue Project, as well as \$241,791 towards the Second Street sewer project.

Matt also reported that 1,771.5 tons of sludge, grit and rags were hauled to the landfill.

SOLID WASTE / RECYCLING REPORT

Pat reviewed his report and discussed activity since the last meeting.

Pat reported that this December will be the highest December in recent history. Also, the Transfer Station took in approximately 2,000 tons more in 2023 than it did in 2022. They also sold another trailer load of mixed goods to Jeff's Recycling.

Pat stated that October 2023 was the highest month ever at the Transfer Station.

Pat then reported that the 902 Recycling grant check for \$205,000 came in. \$104,908.06 of that money is allotted to the City for their backhoe purchase.

GENERAL MANAGER'S REPORT

Jason reported that we received a quote from Reynold's Iron Works for the Diverter Project for two bays at \$152,000. He has also requested a quote for one bay but has not received it yet.

Jason stated that they are still having trouble hiring a laborer for the Wastewater department. Not many applications are coming in. Tom McBryan recommended approaching some of the area's technical schools to see if there are interested students for the position.

Tom McBryan then interjected that he thought it would be a good idea to have another dinner like the Wayne Township did for the haulers a few years ago. Jay Alexander hosted it at the Packer House and the Authority was able to collect some very good feedback and suggestions from the haulers regarding how to do better business. Jason will reach out to Jay Alexander to discuss.

Discussion then ensued regarding who all needs to be present in interviews of candidates. The consensus was that if all three Personnel Committee members are not able to attend interviews, then the department liaison should be invited to attend, as well as the department manager and/or foreman

if possible. The committee member who could not attend should then be brought up to speed on the results of the interview, with a second interview being set up if necessary.

Jason then talked about the Bicycle Recycle Program run by Chris Hall. Mr. Hall is not insured by an organization, but he is willing to sign a waiver stating we are not liable. He would then pick up any bikes once a month, fix them up and distribute them to those in need. Attorney Balducci has been tasked with drafting a waiver.

Jason reported that we currently have \$1 million 40 thousand dollars in the operating account. We have not transferred any money this week. Tom McBryan stated we should keep our operating account balance at \$500,000 and invest the rest in PLGIT. He requested we add a motion to the next agenda to vote on this.

Jason then stated that he approached Attorney Todd Kerstetter about possibly becoming the Solicitor for the Municipal Authority if Attorney Balducci were to retire. Mr. Kerstetter said he would be interested in this position. Mr. Balducci stated he would be willing to consult with Mr. Kerstetter and/or give a second opinion if needed by the Authority. Mr. Balducci stated it would not be a conflict for Mr. Kerstetter since he already represents Upper Augusta Township, as long as both the Sunbury Authority and Upper Augusta Authority consent, and if a conflict arises, Attorney Kerstetter could not represent either side and two separate attorneys would need to step in to represent the City and Township Authorities. Mr. Balducci also suggested that the Authority put out an RFP and do their due diligence in the search for a new solicitor before making a choice.

On motion of Tom Krieger, seconded by Tom McBryan, it was moved to accept the Managers' Reports. Motion carried.

ENGINEER'S REPORT

Pat Ward reported that the Aeration Basin project is to happen this winter. JP Environmental has told him it will likely start around the third week of January. Most materials are in and this is on target with their original plan. They should complete the project within 30-60 days.

Per request of Tom McBryan, Pat will also be checking on the Fluoridation Application and will be reporting on this at the next board meeting.

On motion of Larry Welfer, seconded by Dave Persing, it was moved to accept the Engineer's Report. Motion carried.

SOLICITOR'S REPORT

Attorney Balducci reviewed a document outlining the new bidding thresholds for 2024.

He then gave an overview of the two draft Authority agreements with the City based on Tom McBryan's conversation with Jim Eister and input from the Board. One agreement is an Amendment of a 2000 Agreement concerning stormwater. Under this 2000 stormwater agreement, the Authority took over operation and maintenance of the stormwater system to take that out of the City's hands. The City still owns the system, but the Authority operates and maintains it. The City also must work with the Authority on grants. The Amendment to the 2000 stormwater Agreement addresses details concerning stormwater spot dig outs but does not change the basic responsibilities of the City and Authority.

The second agreement is from 2012 concerning water, sewer and flood services provided to the City in exchange for waiving of permit fees. Under the 2012 Agreement, the Authority also waives one-half of dumping fees up to \$5000 a year for the City's condemnation dumping. Because the City cannot waive third party permit fees, the services provided to the City by the Authority in effect are a donation, so it became necessary to prepare a new agreement which provides for exchange of various services by both the City and the Authority. Attorney Balducci requested that everyone review the two agreements and provide input before delivery to the City. Discussion then ensued regarding having the City clean-up again this year. Everyone was in agreement that this was good for the City residents. Pat Bennett is tasked with coordinating this year's clean-up with the City.

Attorney Balducci then recommended the appointment of a nominating committee that would make nomination recommendations for Board officer positions after City Council appoints new board members. At the January 16th Board meeting, the recommendations would be submitted, and nominations would also be solicited from the floor. Along with the election of officers at the January 16th meeting, the Board will also appoint a solicitor and engineer. After discussion, Norm Koch appointed Dave Persing, Larry Welfer and Tre Bittner to be on the nominating committee.

Attorney Balducci then talked about having an appropriate amount of capital reserves and developing a new capital/maintenance, repair and replacement plan so there are adequate reserve funds for the Authority's future capital/maintenance, repair and replacement needs. The Authority does not want to be underfunded. This might start with an in-house review working with the Authority's accountant, and then contract with a company that deals with this sort of thing, if needed. Tom McBryan suggested we should do a rate study and then raise rates to help accommodate this effort. Mr. Neidig will begin to look at the list of assets.

On motion of Tom Krieger, seconded by Dave Persing, it was moved to accept the Solicitor's Report as presented. Motion carried.

ITEMS FOR DISCUSSION

None

NEW BUSINESS

None

COMMENTS

None

The list of expenditures from November 30, 2023 –January 2, 2024, was presented for payment. On motion of Tom McBryan, seconded by Larry Welfer, the list of expenditures was approved for payment. Motion carried.

There being no further business, on motion made and seconded, the meeting adjourned at 9:15 p.m.

Respectfully Submitted:

Vice Chairman

Approved:

Solicitor