

**Mt. Pleasant Twp. Municipal Authority**  
**Meeting Minutes**

**April 5, 2017 7:00 PM Mt. Pleasant Twp. Meeting Room**

In attendance:

Board Members; Paul Battista, George Yonker, Jim Englert  
Solicitor; Eric Betzner  
Engineer; John Mowry  
Residents; Wayne Roth.

**Call Meeting to Order with the Pledge of Allegiance**

The board held an Executive Session before our April 5<sup>th</sup>, regular meeting to open and evaluate the bids for the On Lot Sewer Survey.

**Secretary's Report:** Review Minutes from the March 1st, 2017 meeting.  
GY Motioned to accept, JE 2<sup>nd</sup>, all in favor

**Correspondence:**

KLH Retainer Invoice  
YCL Monthly Retainer (Emailed)  
US Census Bureau, 2017 Census of Governments  
PA Auditor General, Questionnaire on Pension Plans.  
Cell Tower Lease solicitation  
LSSE News Letter  
PA Municipal Authority Regional Dinner invite

**Treasurer's Report:**

1. Acknowledge deferred/outstanding invoices from KLH
2. Present bills any to be paid
3. FNB is looking for the MA Depository Account.

PB Motioned to accept, JE 2<sup>nd</sup>, all in favor

**Solicitor's Report:**

1. 2015 LSA Grant for On Lot Dye Testing Bid.
2. Discussion on the Line of Credit

GY Motioned to accept, JE 2<sup>nd</sup>, all in favor

**Engineer's Report:**

1. General Update Report submitted
- JE Motioned to accept, GY 2<sup>nd</sup>, all in favor

**Citizen's Comments:** No Comments offered

**Old Business:**

1. Board vacancy, possible members?

**New Business:**

1. **Approve Bills** to be paid,
  - a. YCL \$168.50 for On Lot Bid prep
  - b. OR \$361.72 Bid Ad
  - c. KLH \$245,200.00 ROW Work
  - d. KLH \$262,855.55 Balance due on the design contract

GY Motioned to Pay Bills, PB 2<sup>nd</sup>, all in favor

2. **On Lot Sewer Dye Test Survey**, Board held an Executive Session prior to the April 5<sup>th</sup>, 2017 meeting to evaluate the 2 bids that we received. A scoring system was used to evaluate the firms Qualifications & Experience of Staff along with Compensation of the bid amount.

HMT & Associates scored 87 points out of 95, \$40,700

KLH Scored 90 points out of 95, \$30,000

PB Motioned to Award the bid to KLH, GY 2<sup>nd</sup>, all in favor

3. **Line of Credit Resolution**, The resolution was read by Paul Battista.

PB Motioned to accept, GY 2<sup>nd</sup>, all in favor

PB called an Executive Session to discuss hiring.

4. **Administrative Help discussion.** The board went into executive session to discuss the possibility of hiring an Administrative Assistant to 1) Take & prepare minutes, 2) Make bank deposit, present bills to be paid, write check. 3) Check would be signed after bills are approved. Method of compensation (Employee of the Twp. or Independent Contractor) and the compensation amount were discussed.

**Adjourn:** GY Motioned to adjourn, JE 2<sup>nd</sup>, all in favor.