

Mt. Pleasant Twp. Municipal Authority

August 14, 2017 7:00 PM Mt. Pleasant Twp. Meeting Room

Call Meeting to Order with the Pledge of Allegiance

August 2nd, 2017 regular meeting canceled due to lack of quorum.

In attendance:

Board Members; Paul Battista, George Yonker, Jim Englert

Solicitor; Eric Betzner

Engineer; Bryan Churilla

Residents; Wayne Roth, Shari Crawford

Secretary's Report:

Please review minutes from the July 5th, 2017 meeting for approval.

GY motioned to accept, JE 2nd all in favor

Correspondence: Compiled list presented at meeting, attached

Treasurer's Report:

1. Present bills to be paid
2. Closing of WFB accounts and merging into one account at FNB

Solicitor's Report: Eric will comment on items as the agenda progresses.

Engineer's Report:

1. General Report, Engineer's report attached.
 - a. KLH met with Washington County Conservation District Monday July 31, 2017 to discuss the storm water management at the proposed McCarrell Road Pump Station site.
 - b. Right-To Enter agreements need to be obtained from property owners so that geotech testing can be completed to finalize the structural design for pump stations. KLH & the Authority will need to coordinate an effort to obtain these agreements as soon as possible.
 - c. KLH is working to confirm that all ROWs reflected the current sewer alignment prior to the start of public meetings.
2. LSA Grant for On Lot Survey
 - a. KLH is finalizing the list of property addresses to mail out a survey.
 - b. Physical property surveys will commence in September.
 - c. Once started, the physical survey should take approx. A month to complete.
 - d. KLH will communication with the public & Twp. Office and Police Department.
3. Ag Security Act,
 - a. Identify the landowners that will be impacted. A discussion was had, Paul will work on getting a current list from the Twp. Mgr.
 - b. KLH will confirm the properties that will be impacted.
4. Public ROW Meeting Format & Schedule discussion,
 - a. Halls are reserved
 - b. KLH will review properties and confirm with Eric.
 - c. Eric will work on confirming that the ROW agreements are for the current owners.
 - d. All parties have agreed to move forward with the public meetings

- e. KLH send out a new schedule with the Date, location, time and what community will be discussed (maps available)

A motion was made by PB that we proceed with the public meetings as discussed. JE 2nd, no questions, all in favor.

Citizen's Comments: Please be respectful of others when speaking and limit your comments to 5 minutes.

1. One gentleman from Southview spoke up that he wanted to see where we are with the project. He stated that a public sewer system is very much needed in Southview.

Old Business:

1. Board vacancy, possible members?
2. Administrative Assistant / Job Description discussion
 - a. Board went into Executive Session at end of New Business.

New Business:

1. Approve Bills to be paid
 - a. KLH for On Lot Survey prep \$ 393.00
 - b. KLH On Lot Survey Prep & Bid. \$2,096.00
 - c. Houston & Associates, 2016 Audit \$3,700.00
 - d. O-R Advertise 2016 Audit \$ 458.86
- Total Invoices \$6,647.86

A motion to pay the invoices was made by PB, JE 2nd no questions, all in favor.

2. Right To Know request by a Twp. Resident
 - a. Eric reviewed RTK request and suggested that we approve a policy as well as appointing someone to be the go to person for these request.
 - b. It was suggested that if we contract with an Administrative person we should appoint that person as the RTK person.

We moved into Executive Session to discuss contracting with an Administrative Assistant at 8:00pm.

We came out of Executive Session 8:30pm.

PB made a motion to Contract with Shari Crawford to be our Administrative & Right-To-Know person as well as the person who will work on obtaining ROW Agreements for the sewer project, at a rate of \$42.50 per hour as a 1099 Contractor. Contractor will supply their own office, computer, phone, copies, and travel. GY 2nd the Motion. No Question, All in Favor.

PB made a motion to authorize Eric Bitzner to prepare a condensed agreement outlining the job description and duties, compensation and duration of the Contractor. JE 2nd, No Questions, All in Favor.

**Next meeting: September 6, 2017 at 3:00pm held at the Twp. Meeting room
Followed by a public meeting to discuss the overall project, 5:00pm at the
Twp. Fire Hall**

Adjourn: PB moved to Adjourn, JE 2nd all in favor.

Mt. Pleasant Twp. MA
August 14, 2017 Correspondences

O-R Adverting of our 2015 Audit, Invoice
O-R 2nd Invoice for 2015 Audit Advertising

Houston & Associates 2016 Audit Invoice

Mt. Pleasant Twp. BOS Act 13 Impact Fee check
Higbee Insurance, Refund (\$30.00) PA Sales Tax Exempt, No Check Enclosed.

FNB, Line of Credit, Interest Statement
FNB Address Change Confirmation

Washington Financial Bank, Savings Statement through June 30, 2017
Washington Financial Bank, Savings Statement \$0.00 Balance
Washington Financial Bank, Checking Statement through June 30, 2017
Washington Financial Bank, Checking Statement through June 30 to July 31 2017

KLH, Retainer for June Invoice
KLH, Professional Fee, LSA, Invoice
KLH, Retainer for July, Invoice
KLH, On Lot Disposal Needs Survey, Invoice
KLH, Invite to Company Golf outing
KLH, invite for Dinner at Chicago Show

YC&L, Retainer Invoice for July & August

PA Department of Community & Economic Development (DCED)
Hickory Post Office requesting email address to manage our PO Box

Tower Point Capital, Interested in our Cell Tower Lease
2 Comcast advertisement
2 Landmark Dividend Advertisement for Mineral Rights
OGDEN Telephone Directory