

**WILLIAMSPORT MUNICIPAL WATER AUTHORITY
MINUTES OF REGULAR BOARD MEETING**

12:00 PM, Wednesday, March 23, 2022
Authority Conference Room

PRESENT

William Ertel
Andrée Phillips
Tom Marnon
Johnny Meyer
Laura Templeton
Kent Trachte
Richard Trowbridge

ABSENT

Greg Zeitler

ALSO PRESENT

M.D. Miller
W.J. Walter
E.J. Smithgall
S.B. Benner
S.D. Beers
K.M. Long
Thomas C. Marshall Esq.,
Solicitor
Erin Threet,
HRG Engineering
Mike Godfrey, *Micro1*

Chair Phillips called the meeting to order at 12:00 PM by stating in accordance with Section 6 of Act 84 of 1986, today's meeting was advertised in the December 20, 2021 edition of the Williamsport Sun-Gazette and a quorum was present.

Chair Phillips asked for approval of the minutes of February 23, 2022 meeting. Mr. Meyer made a motion to approve the minutes as presented. Mr. Marnon seconded the motion. The motion passed unanimously.

There were no public comments.

General Information Technologies Update – Mike Godfrey – Micro 1

The Authorities have used Micro 1 for the past 15 years, and last year entered into a more proactive agreement for services. Mr. Godfrey provided an update on the installation of new servers. He also reported that the Authority is in good position regarding cybersecurity. The biggest cybersecurity threats are an employee clicking on a bogus link in an email and specifically the age of our equipment. The Authorities are in most need of an equipment upgrade which is part of next year's budget at a cost of \$5,000. The Board indicted due to the nature of the computer security that Mr. Godfrey should move forward with the purchase of this equipment immediately. Once the new firewall is in place as part of the server upgrades multi-factor authentication will be used for more security. Mr. Marnon inquired about a phishing program. Mr. Godfrey stated there is no current phishing program in place but once the new server is installed he will be implementing an anti-phishing program with SISA who will conduct testing and provide results of that testing. Ms. Templeton asked if there was a formal computer training program. Mr. Godfrey said that there is not a formal computer training program but that can be implemented in the future.

Mr. Miller noted the following items for the Executive Director's Report:

- Staff continues to pursue applicants for vacancies. The Authority may have a candidate for the Filter Plant Superintendent.
- Staff met with the Union regarding personnel issues.
- Staff coordinated a kick-off meeting with Triad Strategies.
- Staff met with Tom Keller to discuss grant strategies. Keller Partners is looking for the first week of April for a meeting in Washington DC.

- Staff is participating in Stormwater implementation meetings with Muni-Link and Arcadis.
- A Stormwater Sub-Committee Meeting will be held on March 30, 2022.
- Old Lycoming Township has agreed to waive the degradation fees for the work conducted prior to the date of the ordinance.
- Staff conducted an MS4 Training for Loyalsock Township. Township Manager, Bill Burdett sent an email commending Ms. Cheryl Terpak's efforts.
- Staff met with Mueller Systems for consideration as a new water meter supplier.

Mr. Marnon suggested that a letter of commendation be sent to Mr. Seth Lansberry, West Plant Superintendent, for recently being named to the Lycoming College Hall of Fame for his wrestling accomplishments.

Mr. Meyer suggested that managers periodically attend Board meetings to increase familiarity.

Chair Phillips called for the committee reports:

- **Planning/Operations Committee:**

- **Patch Paving Bid Results**

Mr. Miller presented the patch paving bid results received. Staff is recommending Big Rock Paving with a base bid cost of \$167,825. A motion was made by Mr. Ertel to accept Big Rock Paving with a base bid cost of \$167,825. Mr. Meyer seconded the motion. The motion passed unanimously.

- **Finance Committee:**

- **February Financials and Vouchers**

Mr. Miller requested approval of the February financials and vouchers. The Finance Committee reviewed and recommended the February financials and vouchers. Mr. Marnon moved to acknowledge receipt of the February financials and to approve the February vouchers. Ms. Templeton seconded the motion. The motion passed unanimously.

- **Health Insurance Renewal**

Mr. Miller presented the Health Insurance Renewal from our current provider, Highmark BlueCross/Blue Shield with an increase of 7.87% for approval. A motion was made by Mr. Marnon to approve the Health Insurance Renewal with an increase of 7.87%. Mr. Meyer seconded the motion. The motion passed unanimously.

Chair Phillips called for Staff Information and Recommendations:

- **Water Supply Report**

- Mrs. Walter presented the water supply report. The reservoirs are full and we are not using the well field. Usage was 5.5 million gallons a day. Year-to-date rainfall is 1/3" above normal. The 90 day average is 1/3" above normal.

Chair Phillips called for the Solicitor's report:

- The Solicitor had no items to report.

Chair Phillips called for Old Business:

- There were no items for Old Business.


Chair Phillips called for New Issues for Future Board Meetings:

- There were no New Issues for Future Board Meetings.

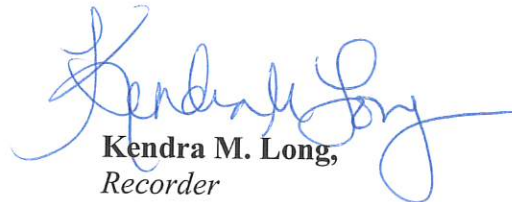
Chair Phillips adjourned the meeting at 12:26 PM.

An Executive Session was held for a matter of personnel immediately following the Williamsport Sanitary Authority meeting.

Respectfully submitted,



Johnny R. Meyer,
Secretary



Kendra M. Long,
Recorder

