

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

12:01 PM, Wednesday, May 25, 2022
Authority Conference Room

PRESENT

William Ertel
Andrée Phillips
Tom Marnon
Laura Templeton
Kent Trachte
Greg Zeitler

ABSENT

Johnny Meyer
Richard Trowbridge

ALSO PRESENT

M.D. Miller
W.J. Walter
S.B. Benner
S.D. Beers
K.M. Long
Nicole Ippolito
Solicitor

Chair Phillips called the meeting to order at 12:01 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 April 27, 2022 meeting. Mr. Ertel made a motion to approve the minutes as presented. Mr. Zeitler seconded the motion. The motion passed unanimously.

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

- Staff is meeting with the Professional Drivers Academy a CDL school in Milton to coordinate the Authorities' CDL program.
- The last pay period reflected the one dollar an hour increase for employees.
- Staff is working with Triad Strategies to submit a funding request for the Bloomingrove Road sewer main relocation project.
- The Miller's Run project is fully funded with 75% coming from the USDA and the remaining 25% pass through from DEP to the County. The project cost is around \$100,000 in total.
- Roger Jarrett thanked the staff for clearing a blockage in Loyalsock Township.
- Staff continues to progress with Stormwater and billing implementation. The third formal training session has been completed by Muni-Link for staff. Data continues to be verified for accuracy prior to conversion. Further, staff is reviewing forms and procedures for legal compliance.
- Staff continues to work on updating the Authorities' website.
- Staff is reviewing the draft Tapping Fee Schedule study completed by HRG Engineering.
- Staff attended a Stormwater large user meeting with Penn College. We continue to schedule meetings with the large industries.

Chair Phillips called for the committee reports:

- **Planning/Operations Committee:**
 - No items.
- **Finance Committee:**

- **April Financials and Vouchers**

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

- **FY23 Operational and Capital Budget**

Mr. Miller presented the FY23 Operational and Capital Budget. A motion was made by Dr. Trachte to approve the FY23 Operational and Capital Budget. Ms. Templeton seconded the motion. The motion passed unanimously.

A motion was made by Dr. Trachte to approve a rate increase of 5% for water customers effective 7/1/2022. Mr. Ertel seconded the motion. The motion passed unanimously.

- **FY23 Chemical Bid Results**

i. **Reject bids for carbon dioxide**

Mr. Miller present the recommendation to reject the bids for carbon dioxide. A motion was made by Mr. Ertel to reject the bids for carbon dioxide. Mr. Marnon seconded the motion. The motion passed unanimously.

ii. **Renew contract for carbon dioxide**

Mr. Miller presented the Amendment No. 1 to Product Supply Agreement from Air Products to continuing supplying carbon dioxide. This would extend the current contract for a year at a price of \$0.076 per pound. A motion was made by Mr. Ertel to approve the Amendment No. 1 for Air Products. Mr. Marnon seconded the motion. The motion passed unanimously.

A motion was made to amend the agenda to reject the bid for Magnesium Hydroxide Slurry by Dr. Trachte. Mr. Marnon seconded the motion. The motion passed unanimously.

iii. **Reject the bid for Magnesium Hydroxide Slurry**

Mr. Miller presented the recommendation of the rejecting the bid for Magnesium Hydroxide Slurry. All bids exceeded the budget. A motion was made by Mr. Marnon to reject the bid for Magnesium Hydroxide Slurry. Dr. Trachte seconded the motion. The motion passed unanimously.

iv. **Approve all bids for the rest of the chemicals**

Mr. Miller presented the bid results for the rest of the chemicals for approval. A motion was made by Mr. Ertel to approval the rest of the chemicals for approval. Ms. Templeton seconded the motion. The motion passed unanimously.

- **FY23 Fuel Bid Results**

Mr. Miller presented the FY23 Fuel Bids Results for approval. The low bid was for Button Oil Company. A motion was made by Mr. Marnon to accept the low bid from Button Oil Company. Mr. Zeitler seconded the motion. The motion carried unanimously.

- **Electric Supply Discussion**

Mr. Beers reported on the process of obtaining an electric supplier during his budget discussion.

– **FY23 Water Main Replacements Project Bid Results**

Mr. Miller presented the FY23 Water Main Replacements Project Bid Results. The low bid was from Michael F. Ronca & Sons, Inc. for \$2,221,000. A motion was made by Mr. Ertel to accept Michael F. Ronca & Sons, Inc. bid of \$2,221,000. Mr. Zeitler seconded the motion. The motion passed unanimously.

– **Watershed Activities Use - The Salvation Army's 2022 Community Challenge Kettle Series Trail Races**

Mr. Miller presented the request for The Salvation Army's 2022 Community Challenge Kettle Series Trail Races to be held in the Watershed on Saturday, November 5, 2022. A motion was made by Mr. Marnon to approve the request. Mr. Zeitler seconded the motion. Ms. Templeton abstained.

Chair Phillips called for Staff Information and Recommendations:

• **Water Supply Report**

- Mrs. Walter presented the water supply report. The reservoirs are full and the well field is not being used. Usage was 5.6 million gallons a day. Year-to-date rainfall is 3/4" above normal. The 90 day average is .10" above normal. The annual hydrant flushing is continuing.

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:

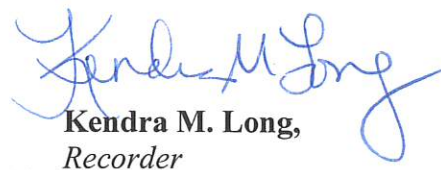
- There were no New Issues for Future Board Meetings.

Chair Phillips adjourned the meeting at 12:35 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

**WILLIAMSPORT MUNICIPAL WATER AUTHORITY/
WILLIAMSPORT SANITARY AUTHORITY, LYCOMING COUNTY**

MEMORANDUM OF ABSTENTION

I, Laura Templeton, abstain from voting on
(Name of Public Official)

The Salvation Army's 2022 Community Challenge Kettle Series Trail Races
(Matter from which Abstaining)

at the public meeting held on Wednesday, May 25, 2022 because
(Date of Meeting)

Ms. Templeton is an employee of the Salvation Army
(Reason for Abstaining)


(Signature of Public Official)

May 25, 2022
(Date of Signature)