

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

12:00 PM, Wednesday, January 25, 2023
Authority Conference Room

PRESENT

William Ertel
Tom Marnon
Johnny Meyer
Andrée Phillips
Katie de Silva
Laura Templeton
Kent Trachte
Richard Trowbridge
Greg Zeitler

ALSO PRESENT

M.D. Miller
W.J. Walter
S.B. Benner
E.J. Smithgall
K.M. Long
Thomas C. Marshall, *Solicitor*

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 23, 2022 edition of the Williamsport Sun-Gazette and a quorum was present.

Election of Officers

The Nominating/Bylaws Subcommittee is recommending the following slate of candidates for 2023 Officers:

WMWA:

Andrée P. Phillips – Chair
William G. Ertel – Vice Chair
Johnny R. Meyer – Secretary
Gregory A. Zeitler – Assistant Secretary
Thomas J. Marnon – Treasurer
Dr. Kent C. Trachte – Assistant Treasurer

A motion was made by Mr. Meyer to approve the slate of officers for 2023 as presented. Dr. Trachte seconded the motion. The motion passed unanimously.

Chair Phillips asked for approval of the minutes of December 21, 2022 meeting. Mr. Ertel made a motion to approve the minutes as presented. Mr. Meyer seconded the motion. The motion passed unanimously.

There were no public comments.

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

- Staff continues to fill vacant positions as they arise.
- Staff is participating in Union contract negotiations.
- Staff is coordinating a grant amendment for a tractor purchase.
- Staff met with Triad Strategies and Growing Greener for a grant denial debrief.
- Staff is submitting an ARC grant application for the Reach Road Sanitary Lining Project with the assistance of Keller Partners. Keller Partners is also working with staff to correct an issue with our HHPD grant application.
- Staff is coordinating terminations for non-payment including shutting off service to tenant occupied housing.
- Staff is coordinating several legal proceedings.

- The County has requested staff attend a meeting concerning a potential housing development in Loyalsock Township.

Chair Phillips called for the committee reports:

- **Planning/Operations Committee:**

- No items.

- **Finance Committee:**

- **December Financials and Vouchers**

Mr. Miller requested approval of the December Financials and Vouchers. The Finance Committee reviewed and recommended the December Financials and Vouchers. Mr. Meyer made a motion to approve the December Financials and Vouchers. Mr. Zeitler seconded the motion. The motion passed unanimously.

Mr. Smithgall addressed the questions that were raised at the Finance Committee Meeting. On the Income Statement a question was raised about the Sanitary Authority's Other Income. The Other Income was over budget due to the sale of nutrient credits. A questions was raised regarding the payment to Potter & Parsons for \$4,797. That payment was for a pump rebuild at the West Plant. The payment to the IRS was regarding the penalty.

Mr. Smithgall provided the Board with a fee history for Keller Partners & Company.

- 2014-2017 - \$7,000 per month
- 2017-2019- \$6,000 per month
- 2020-2022 - \$6,750 per month.

- **Keller Partners & Company Service Agreement**

Mr. Miller presented the Keller Partners & Company Service Agreement. The service agreement is for the government relations services commencing on February 1, 2023 and terminating January 31, 2024. The monthly fee has increased \$500 to \$7,250 per month. Mr. Ertel made a motion to approve Keller Partners & Company Service Agreement. Mr. Meyer seconded the motion. The motion passed unanimously.

- **Schnabel Engineering – Proposal for Bid and Construction Phase Services – Tower Rehabilitation for Frank E. Heller Dam and John C. Youngman Dam**

Mr. Miller presented the Schnabel Engineering – Proposal for Bid and Construction Phase Services – Tower Rehabilitation for Frank E. Heller Dam and John C. Youngman Dam. This proposal is to provide Bid and Construction Phase Services for the Tower Rehabilitation for the Heller and Youngman Dams. The total estimated fee is \$86,300. Mr. Meyer made a motion to approve Schnabel Engineering – Proposal for Bid and Construction Phase Services. Dr. Trachte 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 the drought watch has been lifted for the entire state. The current usage is at 5.7 million gallons a day which is very high. There were several main breaks due to the cold weather in December. 2022 rainfall was 41.8" which is slightly above 2021 total rainfall of 41.45". The 30 day variance for January is 8/10 inch 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.

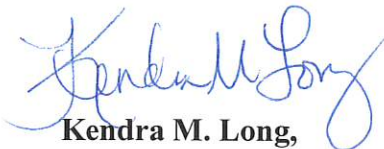
An Executive Session was held for personnel matters immediately following the Williamsport Sanitary Authority meeting.

Chair Phillips adjourned the meeting at 12:47 PM.

Respectfully submitted,



Johnny R. Meyer,
Secretary



Kendra M. Long,
Recorder

**WILLIAMSPORT SANITARY AUTHORITY
MINUTES OF REGULAR BOARD MEETING**

12:47 PM, Wednesday, January 25, 2023
Authority Conference Room

PRESENT

William Ertel
Tom Marnon
Johnny Meyer
Andrée Phillips
Katie de Silva
Laura Templeton
Kent Trachte
Richard Trowbridge
Greg Zeitler

ALSO PRESENT

M.D. Miller
W.J. Walter
S.B. Benner
E.J. Smithgall
K.M. Long
Thomas C. Marshall, *Solicitor*

Chair Ertel called the meeting to order at 12:47 PM by stating in accordance with Section 6 of Act 84 of 1986, today's meeting was advertised in the December 23, 2022 edition of the Williamsport Sun-Gazette and a quorum was present.

Election of Officers

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WSA:

William G. Ertel – Chair
Andrée P. Phillips – Vice Chair
Johnny R. Meyer – Secretary
Gregory A. Zeitler – Assistant Secretary
Thomas J. Marnon – Treasurer
Dr. Kent C. Trachte – Assistant Treasurer

A motion was made by Mr. Meyer to approve the slate of officers for 2023 as presented. Mr. Marnon seconded the motion. The motion passed unanimously.

Chair Ertel asked for approval of the minutes of December 21, 2022 meeting. Ms. Phillips made a motion to approve the minutes as presented. Mr. Marnon seconded the motion. The motion passed unanimously.

There were no public comments.

There were no notes from the Executive Director.

Chair Ertel called for the committee reports:

a) Planning/Operations Committee:

- No items.

b) Finance Committee:

- December Financials and Vouchers

Mr. Miller requested approval of the December Financials and Vouchers. The Finance Committee reviewed and recommended the December Financials and Vouchers. Mr. Trowbridge made a motion to approve the December Financials and Vouchers. Ms. Templeton seconded the motion. The motion passed unanimously.

- Keller Partners & Company Service Agreement

Mr. Miller presented the Keller Partners & Company Service Agreement. The service agreement is for the government relations services commencing on February 1, 2023 and terminating January 31, 2024. The monthly fee has increased \$500 to \$7,250 per month. Mr. Meyer made a motion to approve Keller Partners & Company Service Agreement. Mr. Marnon seconded the motion. The motion passed unanimously.

Chair Ertel called for Staff Information and Recommendations for Board Approval:

- There were no items for Staff Information and Recommendations for Board Approval

Chair Ertel called for the Solicitor's report:

- The Solicitor had no items to report.

Chair Ertel called for Old Business:

- There were no items for Old Business.

Chair Ertel called for New Issues for Future Board Meetings:

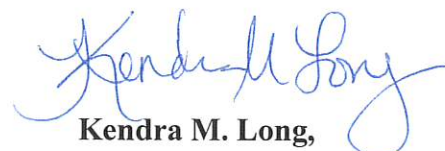
- There were no items for New Issues for Future Board Meetings.

Chair Ertel adjourned the meeting at 12:50 PM. The Board will meet again February 22, 2023 or earlier at the call of the Chair.

An Executive Session was held for personnel & litigation matters immediately following the meeting.

Respectfully submitted,


Johnny R. Meyer,
Secretary


Kendra M. Long,
Recorder