

CALL TO ORDER - Chairman David Monn called the Regular meeting of June 13, 2011 of the Mont Alto Municipal Authority to order at 6:31 p.m.

ROLL CALL - David Monn, Staat Stymiest, Tommy Gilbert and Curtis Finney present. Sid Miller arrived at 6:50 p.m.

MONT ALTO MUNICIPAL AUTHORITY STAFF - Janet McNally Engineer, Timothy Misner Solicitor, Larson Wenger Maintenance Supervisor, Patti Strite Treasurer and Patricia Kocek Recording Secretary

INVOCATION - P. Kocek

PLEDGE OF ALLEGIANCE

VISITORS

Dennis Monn - Mont Alto Borough Council representative

John Kahl - Arrived at 6:36 p.m. Water agreement with Quincy Township

ACCEPTANCE OF FINANCIAL REPORT

May 31, 2011

Chairman D. Monn voiced his concerns about the negative balances in the various funds and the expenses he signs checks for. He would like the members to come to the next meeting with suggestions to reverse this situation. The Authority also discussed Budget Vs actual expenses year to date and the difference between the budgeted amount and the actual amount spent.

Chairman D. Monn addressed the General Acceptable Accounting Principles for budgeting. He feels this has to be used for budgeting for year 2012 because the Authority was written up in the Audit for not using GAAP.

May 31, 2011

S. Stymiest made a motion to accept the Financial Report for May 31, 2011, T. Gilbert seconded, any further discussion or questions, hearing none the motion carries.

Sewer

Payment of Invoices

\$ 5,713.87 William F. Hill & Associates, Inc. (STP Upgrade)

S. Stymiest made a motion to pay the invoice for William Hill & Associates from the Line of Credit, T. Gilbert seconded, any further discussions, hearing none is there any objection to the motion that was made and seconded, hearing none the motion carries.

Scrap metal from Sewer Treatment Plant Upgrade - P. Strite reported that \$1283.30 has been received from recycling the scrap metal from the Sewer Plant Upgrade.

Resolution of payment to Kline's/Layman & Hess - L. Wenger reported that he turned all of the information over to the Sales Representative from Kline's. The Sales Rep will turn this information in to his boss.

It was the consensus that Layman & Hess needs to be paid because they are caught in the middle of this situation. This amount would then be deducted from Kline's invoice.

T. Gilbert made a motion to pay the Layman and Hess invoice, C. Finney seconded, any further questions or discussion, further discussion or questions, hearing no objection to the motion, the motion stands.

Water

Payment of invoices - Nothing

Quincy Water Project (Escrow Account)

Payment of invoices - None

APPROVAL OF MINUTES

May 9, 2011 - Chairman D. Monn asked if there were any corrections, additions or comments to those Minutes, hearing none the Minutes of the May meeting stand approved as submitted.

MONT ALTO MUNICIPAL AUTHORITY - GENERAL

OLD BUSINESS

Debit & Credit Card options for Authorities

On Line Payment of electric/water/sewer invoices - It was reported that T. Lowson is looking into on line payment of utility invoices. The Borough has to have a secure web site in order to accept payments on line.

T. Misner told the members that this topic is going to be discussed at the Pennsylvania Municipal Authority Association annual conference.

S. Miller arrived at 6:50 p.m.

MONT ALTO MUNICIPAL AUTHORITY - GENERAL

NEW BUSINESS

Accept 2010 Audit - The 2010 Audit was provided to the members prior to the meeting this evening for their review.

Chairman D. Monn addressed the Segregation of Duties as found in the Audit Findings. D. Monn discussed this with Solicitor T. Misner prior to the meeting. T. Misner explained that these findings could adversely affect the borrowing capabilities of the Mont Alto Municipal Authority.

P. Strite told those present that these statements have to be included in the Audit but the Borough is so small that it is almost impossible to meet the requirements as stated in the findings.

Let the Minutes reflect that the members of the Authority discussed the segregation of duties and looked at the alternatives and at present the Authority is trying to do the best they can.

S. Stymiest made a motion to accept the 2010 Audit, T. Gilbert seconded, any further discussion, any objection to the motion as it was made and seconded, hearing none the motion carries.

OLD BUSINESS - SEWER

Sewer Plant Upgrade - No report by the engineer.

L. Wenger briefly reported on the progress of the Project at the Sewer Treatment Plant during the past month.

Generator at Sewer Treatment Plant - L. Wenger asked the members to think about what they want to do with the generator that will be removed from the STP. Discussion. Think about this until the next meeting and decide what to do with the generator.

Sewer Hookup 11 Park Street Church - A letter was sent to the Susquehanna Conference advising them of the problems with the sewer hookup and floor drain in the church. As of this date the Authority has not received a reply.

Grease Traps - P. Kocek researched the grease trap information and it was determined that the properties with grease traps were informed on December 17, 2007 "Records of disposal must be maintained and available for inspection upon request. **Oil and grease is not to be placed into the sewage system.**"

It was decided after discussion that the owners of properties with grease traps be notified that they must provide the MAMA with a copy of their Records of Disposal each time the grease trap is pumped.

H2O Grant - A copy of the letter stating that the Mont Alto Municipal Authority did not receive an H2O Grant was provided to the Authority for their information.

NEW BUSINESS - SEWER

Operations Report - L. Wenger presented the following verbal report in the absence of J. Bakner.

1. Operations are satisfactory
2. All tests are within limitations
3. Average daily flow 106,700 gallons
4. Maximum daily flow 211,00 gallons
5. J. Bakner is keeping the plant running satisfactorily despite the construction

OLD BUSINESS

WATER

Inter-municipal Agreement Quincy Township - T. Misner reported that the Committee met on May 25, 2011 and reviewed the preliminary agreement. The Committee ironed out most of the items in the Agreement. The Committee did not make a decision on whether or not to charge Quincy Township tap fees for each property that hooks to the water system.

The tap fees consist of two parts:

| | |
|--------------|-----------|
| Distribution | \$1142.00 |
| Capacity | \$ 825.00 |

The above are the suggested new tapping fee rates as provided by J. McNally.

The Committee decided that Quincy will be sold water as a bulk customer but the question to be answered is whether or not to charge tap fees.

A lengthy discussion followed on this subject. The members of the Authority voiced their opinions on whether or not Quincy should be charged tap fees.

T. Misner will make the necessary changes to the Agreement and then arrange a meeting with the Committee to discuss the recommendations made by the Authority and finalize the Agreement. The revised Agreement will come before the Authority for a vote at the July meeting as to whether or not it is ready to send to Quincy Township.

Replace water valves at the intersection of Park Street and 997- J.

McNally provided the bid documents to L. Wenger for this Project. L. Wenger noted that whoever gets the Project will do the work but the Authority will supply the valves because the Authority can probably buy the valves cheaper.

J. McNally said the work was added to the Penn Dot Permit. Chairman D. Monn would like to see the Project bid with and without the valves.

J. McNally will rewrite the bid soliciting bids for the Project with and without the valves.

S. Stymiest made a motion authorizing the Project to be advertised for four valves on the square, T. Gilbert seconded, any further discussion, hearing none, any objection to the motion as it was made and seconded, hearing none motion carries.

SOC Testing - J. McNally reported that DEP wants more information. Discussion on how long the waiver is good for and whether or not it is worth the effort to apply for the waiver. J. McNally will analyze this and provide an answer by the next meeting.

Fir Street valve replacement- Dennis Monn said that the valve at the end of Fir Street is defective and needs to be replaced and the water line on Fir Street also has to be replaced because the line is bad.

Three (3) valves would be installed on Fir Street, the valve that is defective will be replaced and two (2) will be placed in the main so that the water can be shut off in all three directions.

Chairman D. Monn instructed J. McNally to include the three (3) 6" valves for Fir Street in the bid that is going out. When the valves are installed on Fir Street the line will be put back far enough so that the line is out of the Penn Dot right of way.

Short discussion on exercising the water valves in the Borough of Mont Alto.

There are also two (2) valves that need to be replaced on Walnut Street. One (1) of these valves would affect the Penn Dot Project. Nothing to be done at Walnut Street at this time.

Yew Street water line replacement - L. Wenger told the members that this project will begin within the next two weeks.

Dennis Monn reported that the trailer on Yew Street was without water one weekend. The water meter was operating properly when L. Wenger checked it. L. Wenger told the tenant to call the landlord and at this time no one has contacted the Borough about the water line to the trailer.

If the property is sold or there is a problem Benchoff will be required to hook the trailer up to a new curb stop. When the new water line is installed on Yew Street a curb stop will be placed at this trailer.

NEW BUSINESS - Water Operations Report

L. Wenger presented the following verbal report:

1. Average daily flow 126,000
2. Water hauler usage is picking up
3. Minor breakdown at the Water Treatment Plant during a storm Foxcroft fixed so that Maintenance can repair this problem in the future
4. DEP is now charging an additional \$100.00 fee per year for the Sewer Treatment Plant and the Water Treatment Plant

Water Tap Fee study - J. McNally told the members that the cost of the meter and other actual costs can be added to the tapping fees.

The Resolution for Water Tap Fees will be passed at the July meeting. J. McNally will provide the Resolution to P. Kocek by email for distribution to the members of the Authority.

Sewer Rates - This issue is on the Agenda for the July meeting. J. McNally was instructed to tell F. Heerbrandt to provide the new rates to P. Kocek prior to the July meeting for distribution to the members. This Resolution will be considered for passage at the August meeting.

Adjournment - T. Gilbert made a motion to adjourn the Regular Meeting of June 13, 2011 of the Mont Alto Municipal Authority at 8:21 p.m., S. Stymiest seconded, so ordered.

Respectfully submitted,

Submitted to Mont Alto
Municipal Authority
for their approval on

July 11, 2011

Patricia A. Kocek

Patricia A. Kocek
Recording Secretary