Newport Borough Municipal Authority

101 Mulberry Street

Newport, Pa 17074

May 26, 2022 Meeting Minutes

Chairman James Sharar called the meeting to order at 7:00 P.M.

Present:

James Sharar, Chairman

Carl Roush, Vice Chairman

Tim Seiber, Treasurer via Zoom

Jacob Zentichko, Secretary

Chris Burkholder, WWTP Operator

Pat Bowers, Recording Secretary

Frank Campbell, HTMA via Zoom

Robert Campbell, Mayor Newport Borough

Kevin Jacobs, Glace Engineering

**Public Comment:** **Rob Campbell** reported he is working an infrastructure plan for the town. He got a map from Larson Design showing the sewer, however, it has markings with light and dark green, he can’t make heads or tails out of it. Catherine to the bridge on S 2nd Street needs done, Mulberry from 3rd Street to 6th Street needs done, Gantt Street from 4th to 5th Street needs done, 5th Street in the area of the High School (Caroline to Gantt Street) needs done. Chris did review this with Rob. Rob asked if the sewer is done then the storm should be done, correct? Chris commented some of the storm might be in bad shape.

**Frank Campbell** reported Howe Township approved payment for the Clarigester expense. They are submitted for the funds to pay. If that changes that Oliver does not pay for that please let us know. They are planning on paying the large amount but they need to make sur3e all of their expenses are paid. They will apply for that in June. Should pay that in the next (3) months. $2.1 million dollars. Frank will keep us updated as they go through the process. They are trying to get more customers.

**Approval of Minutes** – Carl Roush moved, seconded by Jacob Zentichko to approve the April 28, 2022 Meeting Minutes as drafted. Motion carried unanimously.

**Financial Report** – Orrstown O & M Account balance May 1, 2022 was $57,008.02. May 3, 2022 Deposit HTMA Insurance Reimbursement in the amount of $5,627.02. May 3, 2022 Payment of Check # 2484 to WEX Bank for April Vehicle Fuel. May 19, 2022 Deposit of April 2022 Sewer User Fees in the amount of $42,185.89. May 19, 2022 Deposit C Burkholder Med Premium Reimbursement in the amount of $549.80. Outstanding invoices presented for payment this date of $42,156.90. Request permission to transfer $11,460 from the Orrstown O & M Account to the JVB Debt Service Account for the April 2022 Transfer. Request permission to transfer $5,775 from Orrstown O & M Account to the Orrstown General Fund Account for the April 2022 Transfer. Balance after payment of invoices will be $45.898.16. Attached to the Financial Report is a Copy of the Balance Sheet to date and a copy of the 2022 Budget to April 30, 2022. Water Authority owes for May 2022 only. The following water reports were attached to the Financial Report; (1) Copy of the Aging Report through April 30, 2022, (2) A copy of the Reconciliation Report through April 30, 2022 and (3) a copy of the Monthly Review Report for April 30, 2022. The Orrstown General Fund Account balance May 1, 2022 was $1,223.27. Outstanding bills presented for payment of $4,994.26 will leave a negative balance of ($3,720.99). Deposit of April 2022 Sewer Transfer in the amount of $5,775.00. Balance after deposit of $2,054.01.

* Carl Roush moved, seconded by Jacob Zentichko to pay the outstanding bills in the amount of $42,185.89 from the Orrstown O & M Account. Motion carried unanimously.
* Jacob Zentichko moved, seconded by Carl Roush to pay the outstanding bills in the amount of $4,994.26 from the Orrstown General Fund Account after the April 2022 Sewer transfer is completed. Motion carried unanimously.

May 26, 2022 NBMA Meeting Minutes continued…………………………Page 2

* Jacob Zentichko moved, seconded by Carl Roush to approve the transfer of $11,460 from the Orrstown O & M Account to the JVB Debt Service Account for the April 2022 Transfer and approve the transfer of $5,775 from the Orrstown O & M Account to the Orrstown General Fund Account for the April 2022 Transfer. Motion carried unanimously.
* Carl Roush moved, seconded by Jacob Zentichko to accept the Water Reports as presented for April 2022. Motion carried unanimously.
* Timothy Seiber commented the board should move forward on Oliver Township disagreement with the Clarigester costs. Chris Burkholder reported he had a long discussion with Kevin the other day. Oliver is working on. Tim commented the auditor contacted him asking questions.

**Website Design Update –** Tim Seiber commented Katie Miller has background on websites and is willing to do the website at a max cost of $500. He made multiple contacts with Borough Reps and Water Reps to no avail. Jacob Zentichko moved, seconded by Carl Roush to approve the quote from Katie Miller to do the website design at a maximum cost of $500. Motion carried unanimously.

Tim is going to meet with Katie Tuesday 31st, 2022 in the afternoon to talk about the website.

**Update to Howe & Oliver Construction Capital Overage** – Tim Seiber reported he met with Howe Township and Oliver Township regarding the Construction Capital Overage. (4) items were the topics. (3) went away very quickly, the flagpole, security boulders and the landscaping. All (3) entities agreed on the digester. The 4th was the Clarigester. Howe is paying for but Oliver is still debating. Kevin did talk to Chris. The check that Oliver gave us at the last meeting was incorrect. Kevin delivered it. Kevin commented they still do not think they should pay for the Clarigester. Kevin conveyed that Oliver is offering half of what is their share for the Clarigester. Oliver did recognize that there was an error in previous check. They shorted NBMA $70,301.30. They approved payment of that. Half of the Clarigester would be $16,792.57. That is what they are offering. Frank asked how would that affect Howe. Tim commented we would do the same for Howe. Tim asked the boards opinion. Tim stated he has been dealing with this since 2006 with the building of the plant. Tabled till June and have a Mid-Month Meeting to discuss. Kevin also reported Oliver approved the 2nd Qtr. 2022 O & M invoice for payment. The Board will probably have an Executive Session at the Mid-Month Meeting on June 8, 2022 at 7:00 P.M.

**Resignation from NBMA Board** – Chairman Sharar announced Kayla Smith has resigned from the NBMA Board. Let us know if anyone on the board knows anybody that would be interested in serving on the board.

**Zoom Program Purchase $89.94 (If still offered) or $150 annually –** Tim Seiber moved, seconded by Carl Roush to purchase the Zoom Program for $89.94(if still offered) or $150 annually for a year with unlimited time for our meetings. Motion carried unanimously. Hopefully the $89.94 is still offered for the program.

**Approve Ability to Serve Letter for Treatment –** Carl Roush moved, seconded by Jacob Zentichko to approve the request from Livic Civil Engineers to provide a Letter for the Ability to Serve for treatment for the Convenience Center in Howe Township (Corner of West Shortcut Rd and Bretz Court). Motion carried unanimously.

**Atlas Copko Quote (Service of Air Compressor in Digester/Blower Bldg $2,751.80) –** Carl Roush moved, seconded by Jacob Zentichko to approve the quote from Atlas Copko in the amount of $2,751.80 for the annual service (every 8,000 hours) to the Air Compressor in the Digester /Blower Bldg. Motion carried unanimously.

**Next Meeting Date** – The next meeting date will be June 8, 2022 at 7:00 P.M.

**Kevin Jacobs** commented CDBG Grants are coming out. Ask Shawn Downey about.

Carl Roush moved, seconded by Jacob Zentichko to adjourn the meeting at 7:48 P.M. Motion carried unanimously.

Patricia Bowers, Recording Secretary