**MUNICIPAL AUTHORITY**

**Municipal Building, 27 W Market Street, Palmyra, PA**  **May 7, 2020**

The meeting was brought to order by Chairman Dale Kreider at 6:03 via Zoom Webinar.

The following members were present:

Dale Kreider, Chairman

John Pennebaker, Vice Chairman Donald Plourde, Secretary

Steven Oliver, Assistant Secretary Mark Panassow, Treasurer

The following staff were present:

Chris Hannum, Engineer Fred Long, Solicitor

Scott Galbraith, Public Works Director Nannette Hostetter, Administrative Secretary

**Public Input** –

**Minutes-**

1. Approval of March 5, 2020 Municipal Authority Meeting Minutes. Steve Oliver made a motion to approve. Seconded by John Pennebaker. Motion carried.

**Treasurers’ Report**

1. Financial Statement – Fund 9A & 9B Revenue & Expenditure Statement Month Ending 4/30/2020

Account Balances as of 4/30/2020.

Requisitions – Member Donald Plourde moved to approve Requisition # 03-2020 in the amount of $20,984.25 & Requisition # 04-2020 in the amount of $298,056.75. Seconded by Member Steve Oliver. Motion carried.

**Correspondence/Reports**

**1.** Board of Supervisors meeting Minutes from December 10, 2019.

**2**. Board of Supervisors meeting minutes from January 6, 2020.

**3.** Board of Supervisors Reorganization meeting minutes from January 6, 2020.

**4**. Board of Supervisors Workshop meeting minutes from January 22, 2020.

**Engineer’s Report**

**1.**Reports submitted by Chris Hannum. Chris Hannum & Scott Galbraith had a Zoom meeting at the Colebrook Plant and it worked out very well. Mentioned they would like to consult that way in the future.

**2.** Chris recommends the manhole rehab project be awarded to Utility Service Group Inc. in the amount of $427,700. The Authority will have to commit to approximately $130.000 of their own reserves in addition to the $321.000 grant money. Don Plourde made a motion to approve. Seconded by Steve Oliver. Motion carried.

**3.** Chris Hannum also suggested the Municipal Authority prepare a work order to decommission the lawn plant and replace with a pump station to pump to the Colebrook facility.

**4.** Approving Entech Engineering Inc. to provide all incidental work, including field work associated with the manhole rehabilitation project. Don Plourde made a motion to approve. Seconded by John Pennebaker. Motion carried.

**Solicitor’s Report-**

1. Briefly discussed delinquent sewer accounts.
2. Tom Long suggested we send a certified letter to Leslie Winters for lateral repairs to the Twin Kiss.

**Old Business-**

**1.** Briefly discussed the cell phone tower and who would be responsible for taxes and future increases. Scott Galbraith has been in contact with Todd from Verizon.

**New Business**

1. A & M Pizza requested an adjustment to their commercial sewer rates. This request was tabled until the next meeting on June 4, 2020.
2. Mark Panassow made a motion to forgive all interest & penalties on late sewer accounts due to the Coronavirus and the residents inability to pay at this time. Seconded by John Pennebaker. Motion carried.
3. John D. Ranck- Christman would like an extension on his reservation agreement. If connection is at Lawn plant this will be denied, if any of the other plants, the request will be approved. Mark Panassow made a motion to approve the decision. Seconded by Don Plourde. Motion carried.
4. The Municipal Authority will be sending a letter to the Board of Supervisors requesting a meeting regarding the Authority/Township Management agreement.

**Good and Welfare**

1. Dale Kreider mentioned he spoke to John Eberly about taken over of Mount Gretna sewer district. Dale also mentioned discussing Scott Galbraith’s retirement.

**Adjournment**

There being no further business, Vice Chairman John Pennebaker moved to adjourn the meeting at 7:24pm. Seconded by Steve Oliver. All were in favor.

Secretary