

THE REGULAR MONTHLY MEETING WAS HELD ON WEDNESDAY, MARCH 18, 2020.
PRESENT WERE MR. KAVITSKI, MR. FISHER, MR. THOMAS, CHUCK MADISON, STEWART SMITH, JR., AND THE SECRETARY.

SALUTE TO THE FLAG AND MOMENT OF SILENCE

Moment of silence for all the people going through the suffering with the coronavirus.

CITIZENS PARTICIPATION

No citizens present at the meeting.

CORONAVIRUS INFORMATION

No employee will be laid off. No employee hours will be cut. FMA is an essential business. If an employee does become sick the protocol will be use of sick time than vacation time and then apply for MetLife short term disability. There are employees that have their own coverage through Colonial Life or AFLAC, and they may apply through these companies too. (Reference 2244-A).

The Board has made the decision not to terminate any water service at this time. Penalties will not be posted to accounts this month either. With the COVID-19 situation, the Board will look at each month and decide at that time.

Sunshine Law allows 1 person to be present along with conference call for the rest of the Board. FMA is looking at ways for the meetings to continue.

APPROVE FEBRUARY MINUTES

Mr. Thomas made the motion and Mr. Fisher second. Vote 3-0.

APPROVE FEBRUARY PAID INVOICES

Mr. Thomas made a motion to approve the February paid invoices for the Water Division totaling \$ 114,811.70 and the Sewer Division invoices totaling \$ 59,969.67 and Mr. Kavitski second. Vote 3-0. (Reference 2244-B).

CURRENT INVOICES

Mr. Thomas made a motion to approve payment of the current Water Division invoices totaling \$ 42,909.23, the Sewer Division invoices totaling \$ 41,761.33 and the Sandy Run invoices totaling \$ 535.94 and Mr. Fisher second. Vote 3-0. (Reference 2244-C).

FINANCIAL STATUS

The Secretary reviewed the Financial Status as outlined in Reference 2244-D.

SEWER DIVISION

See Engineering Report Reference 2244-E.

Items not covered in the engineering report are as follows:

Ms. Albert of Borton Lawson did ask for the Board to approve Hayden Electric Change Order for the install of the generator, ATS and concrete pad not to exceed \$15,000 at Well #12 and a motion was made by Mr. Kavitski and Mr. Thomas second. Vote 3-0.

Herb Spencer of Shannon Chemical has the information for the corrosion control. He will review and adjust if needed.

USDA loan closing preparation process is starting. The interest rate at this time is 1.875% and the rate may be lower than that at closing time.

Mr. Kavitski complimented the employees for doing such a wonderful job on painting and the maintenance at the well houses and he wants the Board Members to go for a tour of the entire facility in the future.

PADEP Act 537 Special Study – Ms. Caskey was informed which flow meters are in Foster Township area. After reviewing the data from the Foster Township areas, normal flows are recorded at 1 million but during a rain event the flows go up to 9 million and this is on a new system.

Concrete slab at the wastewater treatment plant to replace the asphalt for easier movement of the sludge containers. Mr. Fisher made the motion to approve the quote from John Gera General Contracting, Inc. for \$6700.00 and Mr. Kavitski second. Vote 3-0. (Reference 2245-A)

Chuck Madison did inform the Board Mr. Gera will be saw cutting the concrete also will checkerboard the concrete to prevent chipping and cracking. Chuck Madison did state FMA normally has no issues with the concrete Mr. Gera uses. The Board did ask for the stipulation put into the quote for cracks in concrete larger than 1/16" of an inch, Mr. Gera will repair it. The Board was informed the job will be completed during the weekend, so it does not impede on the operations at the sewer plant and has time to cure.

Foster Township Sewer Bills are running a month behind. Mr. Kavitski asked to inform Attorney Fagan to write a letter to the Foster Township Supervisors regarding this situation.

WATER DIVISION

Rules and Regulations of the Water Division need to be updated. The Secretary will email a copy of proposed changes to the Board Members. Suggestions can be discussed at the next meeting.

The Board were all in agreement to send the letter to the Dempsey Company asking to be released from the contract. A letter was prepared by Attorney Fagan. (Reference 2245-B).

BORTON LAWSON INVOICE

Mr. Fisher made the motion to pay Borton Lawson Invoice #01 dated 03/03/2020 for \$2318.58 but withhold the amount of \$ 1306.38 until FMA receives information on the sludge press evaluation and Mr. Kavitski second. Vote 3-0. (Reference 2245-C).

No reports were received on the three types of presses that were discussed by Ms. Albert at the meeting last month. FMA has nothing to evaluate in writing and Chuck Madison stated all information on the sludge press was provided by our staff to Ms. Albert.

Chuck Madison stated the Chapter 94 is going to be completed by FMA this year. FMA is awaiting Foster Township's Chapter 94 information because it needs to be submitted with the Authority report. Foster Township Supervisor, Georgiann Eckrote-Jones was contacted by the Office Manager informing her the Chapter 94 report is needed from their engineer by end of week.

ATTORNEY REPORT

Attorney Fagan was not present at the meeting.

MANAGER REPORT

Sludge press is now set at 75% run time it was previously set at 54%.
Well houses are being completed with maintenance repairs by our employees.
Purchasing a hydrant wrench so employees will be able to repair hydrants.
Contacted by Dave at the Mountaintop Sewer Authority about the possibility for coverage if their employees catch the coronavirus and need help. Chuck Madison and Dave have a verbal agreement. They also agreed to possible tours of each other's facilities later. PADEP is encouraging this type of help.

FMA will stay on schedule for all sample requests with Kirby Health. Kirby Health did request for samples to be put outside in coolers for pick up.

OPEN/OTHER ACTIONS

Need to hold off on the drop ceiling estimate in the garage area because the HVAC needs to be completed first and Chuck Madison will contact 2 more vendors for additional quotes. Possible vendor quotes from Plum-Air and Zola Plumbing for comparison. Mr. Fisher questioned why going with heat pumps when FMA has gas currently here. Mr. Fisher stated there are many different options available.

Guyette Communications invoice for annual software contract for phone system the Board were all in agreement to continue the contact for \$425.00 for the year. (Reference 2246-A).

Mr. Kavitski did mention looking into the replacement of trucks - one every couple of years.

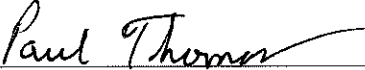
Mr. Thomas asked if the Authority was contacted by the James Herman family. The Secretary did inform Mr. Thomas and the rest of the Board, Marilee Pavuk and the Secretary spoke on the phone. Ms. Pavuk was inquiring about the past bills and was asking for leniency. The Secretary asked Ms. Pavuk to put everything in a letter so it could be presented to the Board and as of this date no letter was received. The Secretary was asked to contact Ms. Pavuk again to obtain a letter.

Mr. Kavitski gave the Secretary notes from an executive session that was held on March 11, 2020 with Mr. Thomas and Mr. Fisher regarding personnel issues and the Dempsey contract. (Reference 2246-B).

ADJOURN

Mr. Kavitski made the motion to adjourn the meeting and Mr. Fisher second. Vote 3-0.

These minutes are certified true and correct to the best of my knowledge.



Paul Thomas, Secretary



Carlene Troell, Non-Member Secretary