

NORTHERN CAMBRIA MUNICIPAL AUTHORITY

1202 Philadelphia Avenue – Northern Cambria, PA 15714

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BOARD MEETING: December 1, 2021

***MEETING MINUTES**

BOARD MEMBERS IN ATTENDANCE:

- ☐ Paul Weaver
- ☐ Edward Shea
- ☐ Wilbur Kelly
- ☐ Dan Farrell

ABSENT BOARD MEMBERS: John Rouse

ATTENDING GUESTS:

- 1) Ron Depto 2) Chet Cyga, Water System Solutions 3) John Clabaugh, Engineer

A motion to approve the minutes from the November 3, 2021 meeting was made by Wilbur Kelly, seconded by Dan Farrell. All in favor.

A motion to approve the November 4 – December 1, 2021 Treasurer's Report was made by Edward Shea, seconded by Wilbur Kelly. All in favor.

Treasury Report:

General Fund

Total Expenses \$ 27,957.38
Ending Balance \$493,935.62

Capital Reserve Account

Ending Balance \$180,819.21

DEP Escrow Act

Ending Balance \$14,286.85

2014 Water Improvement Project

Ending Balance \$ 200,000.00

Trust Account

Ending Balance \$349,567.20

Debt Service Reserve

Ending Balance \$154,183.40

Certificate of Deposit#1

Ending Balance \$337,523.91

Ameriserv Bank Deposits

Ending Balance \$10,667.85

Miller Hollow Project

Ending Balance \$340,734.88

☞ **LEAK ADJUSTMENT POLICY-** Ed Shea asked questions about our leak adjustment policy and the 3 year term that applies to it. After discussion, the 3 year term will not change.

☞ **MILLER HOLLOW INTAKE STRUCTURE-** A motion was made by Wilbur Kelly to authorize Stiffler & McGraw to advertise the Miller Hollow Intake Structure construction project out for bid, seconded by Dan Farrell. All in favor.

- **PROPERTY ACQUISITIONS-** John Clabaugh stated that he believes Bill Barbin is working on getting the documents finalized for the property owners as they all verbally approved our offers.
- **MILLER HOLLOW PROJECT-** A motion was made by Dan Farrell to Authorize Stiffler & McGraw to begin and submit the Pennvest application for the Miller Hollow project, seconded by Edward Shea. All in favor. John Clabaugh stated that permits from DEP have been coming fairly quickly lately. If he receives this permit fast as well, he would like to submit to Pennvest early by the February deadline for approval at their April board meeting. If we don't receive the permit by the February deadline, we will still be on track for the next round as that was our original submission date originally proposed.
- **2022 BUDGET-** A motion was made by Wilbur Kelly to approve the 2022 budget, seconded by Edward Shea. All in favor.
- **CHRISTMAS BONUSES-** A motion was made by Wilbur Kelly to give our employees a \$125 Christmas bonus. There was no second. Motion failed. A motion was made by Edward Shea to give our employees what they received last year, which was \$200, seconded by Wilbur Kelly. All in favor.
- **HAZELTINE MINE-** Chet stated that we will keep the Hazeltine Mine source through the Miller Hollow project. After that project is completed, DEP will most likely decommission it.

A motion was made by Dan Farrell to adjourn the meeting at 5:40 pm, seconded by Edward Shea. All in favor.

Next Meeting Date: January 5, 2022 at 5:00 pm

TREASURY REPORT

United States Treasury	-953.22
QuickBooks Payroll Service	-1,061.31
Borough of Northern Cambria	-1,576.29
Pennsylvania One Call System, Inc.	-7.20
Rick Mulraney	-146.74
Sourceree Business Solutions	-35.96
Tod Fenton	-44.38
Penelec	-18.92
Penelec	-19.12
Verizon	-117.73
Verizon	-38.88
Verizon Wireless	-39.92
Municipal Employers Insurance Trust	-261.32
Sheetz Business Edge	-225.60
Evelyn R Long	0.00
Ronald T Depto	-1,709.37
Verizon Wireless	-159.41
Verizon	-38.02
Penelec	-18.01
Comcast	-286.74
Comcast	-135.59
UPMC Health Plan	-2,785.86
Borough of Northern Cambria	-262.13
Fairway Laboratories	-91.00

United States Treasury	-889.64
Pennsylvania Dept. of Revenue	-222.70
Washington National Insurance Company	-52.30
NSS Life	-22.04
QuickBooks Payroll Service	-1,518.43
Amber Rematt	-38.96
Borough of Northern Cambria	-582.48
Link Computer Corporation	-2,707.00
Northwestern Mutual	-507.77
Univar USA Inc.	-1,336.26
REA Energy	-2,268.94
Dan Farrell	-599.00
Edward Shea	-599.00
John Rouse	-599.00
Paul Weaver	-599.00
Wilbur Kelly	-599.00
Evelyn R Long	0.00
Ronald T Depto	-1,298.36
Postmaster	-578.03
American United Life	-60.00
Borough of Northern Cambria	-665.00
Business Card	-132.00
Fairway Laboratories	-80.00
Link Computer Corporation	-895.11
Penelec	-1,074.64
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	-27,957.38

Miller Hollow Account

First National Bank	interest due on LOC 11/9/21	-218.32
Commonwealth of PA	Industrial Discharge permit Miller Hollow WTP	-1,000.00
Commonwealth of PA	Additional Industrial Discharge Permit fee	-2,000.00

Miller Hollow Line of Credit

Stiffler, McGraw & Associates, Inc.	I#27	-8,132.15
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Additional Monthly Debt Service- TRUST ACT

SMA - Peoples Sec. Bank	\$12,137.84 (transferred to Trust Act, Invoice received Apr/Oct)
SMA - Pennvest	\$ 8,361.71 (transferred to Trust Act, Pennvest Auto deduct pmt on 1 st)
NC - Pennvest	\$27,238.05 (transferred to Trust Act, Pennvest Auto deduct pmt on 1 st)
NC - Pennvest	\$ 1,513.62 (transferred to Trust Act, Pennvest Auto deduct pmt on 1 st)
NC- Pennvest	<u>\$11,378.66</u> (transferred to Trust Act, Pennvest Auto deduct pmt on 1 st)
	<u>\$60,629.88</u>

Respectfully submitted by:

Evelyn Long

Recording Secretary

Northern Cambria Municipal Authority

* Minutes are un-official until approved at the next meeting.