

# MINUTES OF THE GETTYSBURG MUNICIPAL AUTHORITY BOARD OF DIRECTORS MEETING

December 19, 2011

The duly advertised Meeting of the Board of Directors of the Gettysburg Municipal Authority ("GMA") was called to order at 6:02 p.m. at the GMA office, 601 E. Middle Street, Gettysburg, PA 17325, by Chairman Melvin D. Crouse. Present were Mr. Melvin Crouse, GMA Chairman; Dr. Tim Good, Vice Chairman; Ms. Dorothy Puhl, Assistant Secretary/Treasurer; Mr. Ted Streeter, Secretary; Ms. Ramona Overton, Financial Director; Mr. John R. White, Authority Solicitor; Mr. Mark Guise, Utilities Manager; Mr. Brian Funkhouser, P.E., of Buchart Horn, Inc., Authority Engineer and Ms. Jesse Mains, Recording Secretary. Mr. Bill Monahan, Treasurer was absent.

## Water Agenda:

### Public Comment:

No public were in attendance for comment.

### Minutes:

Mr. Streeter moved, seconded by Dr. Good, to approve the Minutes of the Board's November 21, 2011 Board of Directors meeting. The motion passed unanimously.

### Approval of Invoices:

Mr. Streeter moved, seconded by Dr. Good, that all invoices for the month be paid. The motion passed unanimously.

### 2012 Draft Budget:

Ms. Overton and Mr. Guise reviewed and discussed the 2012 Draft Budgets with the Board. Mr. Guise stated that the Hunterstown Sewer System rates still seem appropriate. Dr. Good moved, seconded by Mr. Streeter, to approve the 2012 Hunterstown System Budget. The motion passed unanimously.

In order to balance the increased costs of supplies, chemicals, equipment and debt services, a 15% rate increase was projected for the Wastewater Fund Budget. Mr. Streeter moved, seconded by Dr. Good, to approve the 2012 Wastewater Fund Budget with a 15% rate increase. The motion passed unanimously.

No increase was required for the Water Fund Budget. Dr. Good moved, seconded by Mr. Streeter, to approve the 2012 Water Fund Budget. The motion passed unanimously.

### Policies:

As discussed in the November meeting, Mr. Guise stated that our health provider has recommended that GMA have leave of absence policies put into place. Mr. Guise received clarification on these policies provided them to the Board. Mr. White noted that the language stated in the policies is standard. Dr. Good moved, seconded by Ms. Puhl, to approve the Disability & Military Leave and Worker's Compensation Policies. The motion passed unanimously.

### Hauser Well/ Well #10 Project Update:

Mr. Guise stated that he is close to obtaining an agreement with Med-Ed to install the electric to the Hauser Well/Well #10 Project and is currently working on some road block/closure issues.

Mr. Guise added that Cumberland Township Authority is going to be installing lines and pump stations on Old Mill Rd. and may be interested in bidding contracts together. More information will need to be gathered, but he wanted to mention it.

### Adams County Equipment Request:

Mr. Guise stated that Mr. Dave Sprankle, from the Adams County Courthouse, contacted him regarding installing equipment on the Heritageland Water Tower to enable the AgCenter and Courthouse computers to communicate with a stronger signal. The Board will entertain the idea, providing that the equipment doesn't interfere with any other transmissions and would like the County to cover all costs associated with the equipment. Mr. Guise will respond to the County and continue researching this idea.

## Sewer Agenda:

**Plant Upgrade/537 Study:**

Mr. Funkhouser submitted the following Application for Payments: No. 8 of Garden Spot Electric in the amount of \$418,451.07 and No. 12 of Conewago Enterprises in the amount of \$724,678.60 relative to GMA's Rock Creek WWTP Upgrade/Expansion Project. **Dr. Good moved, seconded by Mr. Streeter to approve all Applications for Payment. The motion carried unanimously.** Mr. Funkhouser then submitted the following Change Orders: Change Order No. 6 for Garden Spot Electric in the amount of \$41,086.00 and Change Order No. 3 for Heisey Mechanical for a 32 Calendar Day No Cost Time Extension. **Mr. Streeter moved, seconded by Dr. Good, to approve Change Order No. 6 for Garden Spot Electric and Change Order No. 3 for Heisey Mechanical. The motion passed unanimously.**

Mr. Funkhouser then submitted Conewago Enterprises Change Order No. 7 in the amount of \$21,737.00 and Change Order No. 8 for a 31 Calendar Day No Cost Time Extension. **Dr. Good moved, seconded by Mr. Streeter, to approve Change Orders No. 7 & 8 for Conewago Enterprises. The motion carried unanimously.**

Mr. Funkhouser noted that the Engineer's Report does not show \$41,086.00 request from Change Order No 6 for Garden Spot Electric.

**GMA/Borough of Gettysburg Service Agreement:**

Mr. Guise had no report.

**Approval for Bond Withdrawal for the Trust Indenture Section 4.07:**

Mr. Streeter moved, seconded by Dr. Good to authorize Ms. Overton and Mr. Guise to sign requisitions to be submitted to TD Bank, trustee for 2010 Revenue Bond, as authorized officers when requesting funds from the Construction Fund to be used for payment of construction and design invoices that have been approved by the GMA Board of Directors for the Rock Creek Wastewater Treatment Plant Upgrade and Expansion Project.

**Franklin Twp. Municipal Sewer Authority:**

Mr. Guise noted that he had nothing new to report regarding setting up an Agreement with the Franklin Township Municipal Sewer Authority, which states that GMA is willing and able to provide the requested assistance in emergency situations, as long as such assistance does not constitute a hardship to GMA.

Mr. Guise added that he and Mr. White will draft a general agreement for such future situations/requests.

**Correspondence:**

- CHAR Newsletter

**Adjournment:**

With no other business to come before the Board, **Mr. Streeter moved, seconded by Mr. Crouse, to adjourn the meeting at 7:25 p.m. The motion carried unanimously.**

***The re-organizational meeting, followed by the next regular GMA Board of Directors meeting will be held on Monday, January 16, 2012, commencing at 6:00 p.m. at the GMA Office.***

Respectfully Submitted,



Jesse Mains  
Recording Secretary