

# MINUTES OF THE GETTYSBURG MUNICIPAL AUTHORITY BOARD OF DIRECTORS REORGANIZATIONAL MEETING

JANUARY 18, 2010

The duly advertised Meeting of the Board of Directors of the Gettysburg Municipal Authority ("GMA") was called to order at 6:04 p.m. at the GMA office, 601 E. Middle Street, Gettysburg, PA 17325, by solicitor John R. White, for the purpose of receiving nominations, this being the 2010 reorganizational meeting. Present were Mr. Melvin Crouse; Dr. Tim Good; Mr. Ted Streeter; Ms. Dorothy Puhl, Ms. Mona Overton, Financial Director; Mr. Mark Guise, Utilities Manager; John R. White, Authority Solicitor; Mr. Brian Funkhouser, P.E., of Buchart Horn, Inc., Authority Engineer; and Jesse Mains, Recording Secretary. Mr. Bill Monahan was absent.

## **Reorganization of the Authority:**

The first item of business was the election of Chairman. Dr. Good nominated Mr. Crouse as the GMA Board Chairman, Mr. Streeter seconded the nomination. **With no further nominations, Dr. Good made a Motion to Declare Mr. Crouse as Chairman of the GMA Board, seconded by Mr. Streeter. The motion passed unanimously.**

**With the duly elected Chairman in place, Mr. Crouse assumed the Chair and continued with the election of the various Authority Officers. They were nominated, seconded and unanimously elected as follows:**

Vice Chairman -Dr. Tim Good  
Nominated by Mr. Streeter, seconded by Ms. Puhl  
Secretary -Mr. Ted Streeter  
Nominated by Dr. Good, seconded by Ms. Puhl  
Treasurer – Mr. Bill Monahan  
Nominated by Mr. Streeter, seconded by Ms. Puhl  
Assistant Secretary/Treasurer- Ms. Dorothy Puhl  
Nominated by Mr. Streeter, seconded by Dr. Good.

**Next, Chairman Crouse accepted the following motions, all of which were passed unanimously, relative to the listed GMA appointments:**

Water/Sewer Department Engineer – Buchart-Horn, Inc.  
Nominated by Mr. Streeter, seconded by Ms. Puhl  
Solicitor – John R. White, Esquire, Campbell and White, P.C.  
Nominated by Mr. Streeter, seconded by Ms. Puhl  
Trustee – The Bank of New York  
Nominated by Mr. Streeter, seconded by Ms. Puhl  
Auditor – Smith, Elliott, Kearns and Company, LLC  
Nominated by Mr. Streeter, seconded by Dr. Good  
Depository – Adams County National Bank & Citizens Bank - Nominated by Mr. Streeter, seconded by Dr. Good.  
Accountant – Ms. Ramona Overton, CPA  
Nominated by Mr. Streeter, seconded by Dr. Good.  
Chief Administrating Officer Pension Plan – Mr. Mark Guise  
Nominated by Mr. Streeter, seconded by Ms. Puhl.

**The GMA 2010 Reorganization Meeting was adjourned by Chairman Crouse at 6:09 p.m.**

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The Authority Board then proceeded with the regular business meeting.

**Water Agenda:**

**Public Comment:**

Mr. Crouse called for Public Comment and none was given.

**Minutes:**

**Mr. Streeter moved, seconded by Ms. Puhl, to approve the Minutes of the Board's December 21, 2009 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.**

**PNC Schedule of Authorized Signers:**

Mr. Guise explained that PNC Bank currently manages GMA's Pension Plan and requires updated signatures for authorized signers on the pension account. **Mr. Streeter moved, seconded by Ms. Puhl, for the Board and Mr. Guise to sign the Schedule of Authorized Signers. The motion passed unanimously.**

**ACNB Schedule of Authorized Signers:**

Mr. Guise explained that GMA is opening new accounts (one water account and one sewer account) with ACNB for capital improvements. ACNB requires signatures of all authorized signers on these accounts. **Mr. Streeter moved, seconded by Dr. Good, for the Board to sign the Schedule of Authorized Signers. The motion passed unanimously.**

**Well No.9:**

Mr. Funkhouser presented Application For Payment number 5, payable to PSI, Inc., in the amount of \$72,171.50. **Mr. Streeter moved, seconded by Ms. Puhl, to approve the AFP No. 5 and issue payment to PSI, Inc. The motion carried unanimously.** Mr. Funkhouser stated that GMA is still awaiting installation of the windows and garage doors.

**Gettysburg College/The Center:**

Solicitor White presented a Deed of Dedication to the Board, in which Gettysburg College has dedicated the sewer main and easement pertaining to "The Center". This main stretches across W. Lincoln Ave. and W. Broadway approximately 20 feet. **Dr. Good moved, seconded by Ms. Puhl, to accept the Deed of Dedication. The motion carried unanimously.**

**Well #10/Old Mill Rd.:**

Mr. Guise reviewed correspondence from both S&A Homes and Attorney Yannetti, on behalf of FAISON, stating that in lieu of the First Addendum expiring on December 24, 2009, they are in agreement to add a Second Addendum to the original Joint Developer's Agreement. The Second Addendum extends the Agreement until February 24<sup>th</sup>, 2010, until GMA terminates the Agreement, or until a decision is made regarding FAISON's appeal on their Special Exception hearing, whichever of these events occurs first. **Mr. Streeter moved, seconded by Dr. Good, to accept the Second Addendum to the Joint Developer's Agreement between GMA, S&A Homes, Inc. and FAISON. The motion passed unanimously.**

**Wellspan Lot #4:**

Mr. Guise noted that Wellspan built a new medical facility located in the Commerce Park (Lot 4), involving a sewer extension in 2007 and dedicated the mains to GMA on July 14, 2008. The 18-

month warranty period placed on the extension expired on January 14, 2010. Mr. Guise requested a motion from the Board to release the security bond that GMA currently holds in the amount of \$55,976.80. **Mr. Streeter moved, seconded by Ms. Puhl, to release the security bond associated with the Wellspan Lot #4 property. The motion carried unanimously.**

**Andrew Well:**

Mr. Guise reviewed with the Board the estimated construction costs for connection of the Andrew Well to the GMA system with two alternatives. The first alternative (estimated cost \$2,639,000.00) is to run the main mostly in the PennDot ROW, while alternative #2 (estimated cost \$2,414,000.00) involves running the main in the NPS private ROW and the PennDot ROW. Mr. Funkhouser stated that the price includes roughly two miles of main and the estimated numbers are conservative. Mr. Funkhouser provided maps to the Board showing both alternatives. Mr. Guise reiterated that these alternatives are currently strictly for discussion and review, as GMA is still awaiting a decision regarding FAISON's appeal.

**Sewer Agenda:**

**Plant Upgrade/537 Study:**

Mr. Funkhouser presented to the Board an Amendment for Agreement for Engineering Services for the preliminary design of the Interceptor Improvements. The Amendment is for an additional \$18,000.00 for services in connection with closed circuit televising of the interceptors. **Mr. Streeter moved, seconded by Dr. Good, to execute the Amendment to the Agreement. The motion carried unanimously.**

Discussion was then held regarding the options of delaying the addition of tertiary filters at the onset of the plant upgrade. Mr. Funkhouser presented the scenario of constructing the expansion portion of the project and then determined if the filters are needed. If DEP approves of this scenario, GMA would then apply for additional capacity when needed in the future. Solicitor White confirmed with Mr. Funkhouser that capacity would be built in the expansion, but GMA would not be permitted to use. Mr. Funkhouser agreed. Buchart-Horn, Inc. has submitted the above scenario to DEP for their review and is awaiting a response.

**Route 30 Sewer Main Extension Update:**

Solicitor White stated that he has filed the municipal claim on the Miranda property and is moving forward in the usual fashion with the collection process. Dr. Good inquired if the Miranda's are still receiving service, to which Mr. Guise stated that GMA does not terminate service, as all fees owed will be collected in the end.

**Martin Farm/Biosolids Agreement:**

Mr. Guise stated the current Agreement for GMA hauling biosolids to the Martin Farm expired on August 9, 2009. He has been in negotiations with Mr. Martin since that time and Mr. Martin is requesting the following changes to the Agreement: \$5,500.00/yr. for 2010 and \$6,500.00 annual fee for farm usage (GMA currently pays \$5,000.00/yr.), 3.5 cents/gal. for 2010 and 4.5 cents/gal. for 2011(GMA currently pays 3 cents/gal.). Mr. Martin has also requested \$200.00/mo. for GMA electrical expenses. Mr. Funkhouser noted that once the plant upgrade is complete, GMA may have the possibility of bulk storing the biosolids. The Board requested that Mr. Guise offer Mr. Martin the following Agreement for 2010: \$5,500/yr. in annual fees, 3.5 cents/gal. and \$200.00 for the electrical fees. 2011 Agreement will state: \$6,000/yr. in annual fees, 4.0 cents/gal. and \$200.00 for the electrical fees. Mr. Guise will also ask Mr. Martin to enter into an Agreement for 2012 consisting of, \$6,500/yr. in annual fees, 4.5 cents/gal. and \$200 for electrical fees. Mr. Guise will report on this during the February 15, 2010 meeting.

**PENNVEST Grant:**

Mr. Guise requested approval to accept the Ratification of Resolution 4 of 2009 which states that GMA will pay the fees associated with the I&I improvements upfront and then receive general reimbursement from PENNVEST for funds totaling \$20,000.00. **Mr. Streeter moved, seconded by Ms. Puhl. The motion carried unanimously.**

**Executive Session:**

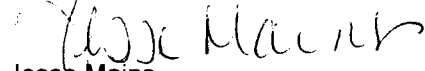
Mr. Crouse called for an Executive Session at 7:30 p.m. to discuss potential easement negotiations. The Board reconvened at 7:40 p.m.

**Adjournment:**

With no other business to come before the Board, **Mr. Streeter moved, seconded by Ms. Puhl, to adjourn the meeting at 7:42 p.m. The motion carried unanimously.**

***The next regular GMA Board of Directors meeting will be held on Monday, February 15, 2010, commencing at 6:00 p.m. at the GMA Office.***

Respectfully Submitted,



Jesse Mains  
Recording Secretary