

MINUTES OF THE GETTYSBURG MUNICIPAL AUTHORITY BOARD OF DIRECTORS MEETING

November 16, 2009

The duly advertised Meeting of the Board of Directors of the Gettysburg Municipal Authority ("GMA") was called to order at 6:00 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; Mr. Ted Streeter, Secretary; Ms. Dorothy Puhl, Assistant Secretary/Treasurer; Mr. John R. White, Authority Solicitor; Mr. Mark Guise, Utilities Manager; Mr. Brian Funkhouser, P.E. and Mr. Paul Gross, P.E. of Buchart Horn, Inc., Authority Engineers; Ms. Ramona Overton, Financial Director and Jesse Mains, Recording Secretary. Absent was Mr. Bill Monahan, Treasurer.

Citizen, Mr. Pat Naugle was also in attendance.

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 October 19, 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.

Draft 2010 Budget:

Mr. Guise reviewed the draft budgets with the Board. The draft water fund budget includes a 6% increase in rates. The sewer fund budget includes a rate increase of 10%. The rate increases were formatted to cover the future expenditures, such as capital projects. Mr. Crouse inquired if the rates would need to be raised in the upcoming years. Mr. Guise stated that it is projected that the sewer rates will increase by approximately 3% over the next 3 years and then an increase of 10% will be needed in 2014 due to the interceptor work that is needed. The Hunterstown Plant draft budget has no increases.

Faison Appeal Update:

Mr. Guise reported that there are currently no updates on the Gettysburg Crossing project.

Andrew Well Update:

Mr. Guise reported that Sharrah Design Group, Inc. surveyed the Andrew well site and submitted a preliminary drawing to GMA showing 150 ft. radius for wellhead protection. Based on the preliminary drawing, GMA will need to acquire 3.428 acres from the Andrews for the potential needed easement. Mr. Guise stated that he would like to talk to the adjacent landowner (Mr. Kozak) to inquire about the possibility of acquiring approximately a 30 ft. x 700 ft. easement for the abilities to gain access and install needed infrastructure to the potential well site. Mr. Guise believes it will cost GMA approximately \$9,000 – \$10,000 to acquire this proposed easement.

Public Notification System:

Mr. Guise reported that GMA has received the Agreement from Rapid Response System™. GMA is currently gathering all information required to proceed with implementing the procedures for the public notification system, which is required by DEP to be in use by May, 2010.

Borough Newsletter:

Tabled from last months meeting, Mr. Guise asked the Board their feelings regarding Councilwoman Naugle's request for GMA to fund one mailing per year (approximately \$800.00) of the newly-established Borough Newsletter. The Board stated their concern that GMA services Straban and Cumberland Townships, as well as the Borough of Gettysburg, and would prefer to provide information to all customers in their service area. **Mr. Streeter moved, seconded by Dr. Good, to respectfully deny the**

request for GMA to fund one mailing of the Borough of Gettysburg's Newsletter. The motion carried unanimously.

Well No.9:

Mr. Funkhouser presented Application for Payment No. 4 for PSI Pumping Solutions, Inc. in the amount of \$80,546.08. The application has been reviewed by Buchart Horn's inspectors and is recommended for approval. **Mr. Streeter moved, seconded by Dr. Good, to approve payment of the AFP No. 4 for PSI Pumping Solutions, Inc. The motion carried unanimously.**

Misty Ridge:

Mr. Guise stated that GMA received a request from PICPI to reduce their Letter of Credit for Misty Ridge, Phase I, located along Rt. 34, from \$608,000 to \$456,000. Mr. Guise added that Buchart Horn, Inc. reviewed the request and felt that this was a fair reduction. **Ms. Puhl moved, seconded by Mr. Streeter, to reduce the Letter of Credit for Misty Ridge, Phase I, from \$608,000 to \$456,000. The motion carried unanimously.**

Other Business:

Mr. Guise brought to the Board's attention a verbal agreement that has existed for many years among GMA and the Tour Center, managed by Ken Rohrbaugh. The Tour Center currently leases GMA property, designated to the Baltimore St. water tank, in the amount of \$1,500/yr. to park their tour buses. Mr. Guise would like this lease agreement to be put into written form. Solicitor White reviewed a draft lease agreement, stating that the annual lease fee would remain for the 2009/2010 contract. Beginning January 1, 2011, the annual lease fee will increase by 5%. Dr. Good stated that he feels that the increase in the rate should be negotiable. Solicitor White will also add a statement that either party may terminate the contract with a 90 day notice.

Sewer Agenda:

Plant Upgrade/537 Study:

Mr. Funkhouser stated that approval for the Act 537 Plan was received from PaDEP and Buchart Horn, Inc. has begun preparing the reimbursement application. The Part I NPDES Discharge Permit application was sent to PaDEP in September and Buchart-Horn, Inc. has recently learned that PaDEP has enforced more stringent effluent requirements. Therefore, tertiary filters will need to be added to the project. Mr. Funkhouser provided the Board with Amendment I to the Agreement for Engineering Services, for the design work of the filters, in the sum of \$260,000. Ms. Puhl inquired as to what impact the filter cost will have on the budget. Mr. Guise stated that the filters will use most of the grant money received. Mr. Funkhouser noted that GMA will need to see what bids are received. **Dr. Good moved, seconded by Ms. Puhl, to accept Amendment I to the Agreement for Engineering Services in the amount of \$260,000. The motion carried unanimously.**

Mr. Funkhouser noted that Part II of the NPDES Permit is needed before GMA can begin the bid process. Mr. Guise stated that GMA will need to meet with Bond Counsel in early January, 2010 to put financing into place. The Borough of Gettysburg may have an interest in piggybacking onto this bond.

Route 30 Sewer Main Extension Update:

Solicitor White had no update on this project.

Miranda Property Hook-Up:

Solicitor White informed the Board that Juan & Linda Miranda have property located at 2046 York Road, which was required to hook into the GMA Rt. 30 East Sewer Extension Project. Half of their hook-up fees were paid with grant monies. GMA has yet to receive the remaining hook-up fees (\$4,077.00), nor has GMA received the balance due of \$700.00 for sewage usage. Solicitor White reviewed correspondence from Mr. & Mrs. Miranda's Attorney, Mr. Murphy, asking for payment plan arrangements in the amount of \$100.00 per month to be made on the hook-up fees for his clients. He also stated that his clients would bring their sewer usage account current within three months. **Mr. Streeter moved, seconded by Dr. Good, to allow a payment plan to the Miranda's for the usage fees and not the tapping fees.**

H²O Grant Update:

Mr. Guise stated that GMA has received the needed paperwork and has begun preparing to receive reimbursement.

PENNVEST Grant:

Mr. Guise stated that there is currently no update on the PENNVEST Grant.

Correspondence:

Mr. Guise reviewed correspondence from Hockley and O'Donnell Insurance Company.

Other Business:

Solicitor White provided the Board with a Easement Agreement between GMA and Rebecca Weikert for her 259 Fourth Street property. **Mr. Streeter moved, seconded by Dr. Good, to approve the ROW Agreement. As this is a non-agenda item, public comment was called for and none was given. The motion carried unanimously.**

Adjournment:

With no other business to come before the Board, **Mr. Streeter moved, seconded by Dr. Good, to adjourn the meeting at 7:38 p.m. The motion carried unanimously.**

The next regular GMA Board of Directors meeting will be held on Monday, December 21, 2009, at 6:00 p.m. at the GMA Office.

Respectfully Submitted,


Jesse Mains
Recording Secretary