

**MINUTES OF THE GETTYSBURG MUNICIPAL AUTHORITY  
BOARD OF DIRECTORS MEETING**

**May 16, 2022**

The duly advertised Meeting of the Board of Directors of the Gettysburg Municipal Authority ("GMA") was called to order at 6:05 p.m. at the GMA office, 601 E. Middle Street, Gettysburg, PA 17325, by Ms. Susan Cipperly, Vice Chairperson. Present were Ms. Dorothy Puhl, Chairperson- present remotely; Ms. Susan Cipperly, Vice Chairperson; Dr. Timothy Good, Secretary; Mr. Max Felty, Treasurer; Mr. Chris Berger, Assistant Secretary/Treasurer; Ms. Diana Young, P.E., of Buchart Horn, Authority Engineer; Mr. Bernie Yannetti, Authority Solicitor; Ms. Amy Smith; Finance Director-absent; Ms. Karen Rabine; Recording Secretary and Mr. Craig Witmer, CPA, CGFM, SEK.

**Water Agenda:**

**Public Comment:**

No public present.

**Minutes:**

Mr. Berger moved, seconded by Mr. Felty, to approve GMA's April 18, 2022 Board of Directors Meeting Minutes. The motion carried unanimously.

**Approval of Invoices:**

Mr. Berger moved, seconded by Mr. Felty that all invoices for the month be paid. The motion carried unanimously.

**2021 Audit Report:**

Mr. Craig Witmer, CPA, CGFM and Ms. Rote, CPA of SEK reviewed the audit reports and presented an electronic power point presentation with Ms. Rote attending remotely. They stated that GMA's water and sewer funds both had an increase in net position for 2021 mainly due to tap fees. SEKs summary was an unmodified audit opinion with no findings.

**Heritage Land Tank- AFP #15 -Landmark Structures, LP.- \$ 16,188.00:**

Dr. Good moved, seconded by Mr. Felty to approve Application for Payment #15 to Landmark Structures, LP in the amount of \$ 16,188.00 for the Heritage Land tank located on Natural Spring Road. The motion carried unanimously.

Mr. Berger moved, seconded by Mr. Felty to approve Change Order #1 to Landmark Structures, LP in the amount of \$2,695.00 for the Heritage Land Tank located on Natural Springs Road. The motion carried unanimously.

Mr. Guise stated that a portion of the Heritage Land Tank riser was found to have a leak. Repairs will be made to the riser and the tank will be filled. Water samples will then be forwarded to DEP.

**Herr's Ridge Tank:**

Mr. Guise reported that Attorney Suhr submitted paperwork to Cumberland Township regarding the proposed Herr's Ridge tank. There is a meeting scheduled with Cumberland Township on May 24<sup>th</sup> at 7:00 p.m. This meeting should determine if the supervisors agree to move the request made by

Attorney Suhr on behalf of GMA to the next step of County Planning and Township Planning Commissions review and comments.

**Cemetery Hill Update:**

Mr. Guise reported that the MBA firm completed their inspection. GMA should receive their report by the end of May. GMA is also reviewing preliminary plans on the yard piping replacement.

**WTP Projects / Filter to Waste /Transfer Switch Update:**

**Dr. Good moved, seconded by Mr. Felty to approve Application for Payments #5 to Swam Electric in the amounts of \$9,159.30 for the Filter to Waste Updates. The motion carried unanimously.**

Mr. Guise stated that GMA is still waiting on the transfer switch due to supply chain issues.

**High St. Water Main Replacement Project:**

Mr. Guise reported that E. K. Services has completed their portion of the project with exception of the cement walkways. Columbia Gas will soon be working toward completing their portion of the project after which the milling of the street can move forward.

**Dr. Good moved, seconded by Mr. Felty to approve Change Order #2 to E.K. Services, Inc. in the amount of \$10,420.79 for the High Street Water Main Replacement Project. The motion carried unanimously.**

**Mr. Berger moved, seconded by Dr. Good to approve Application for Payment # 6 to E.K. Services, Inc. in the amount of \$112,766.70 for the High Street Water Main Replacement Project. The motion carried unanimously.**

**Andrews Well Update:**

Mr. Guise reported that Buchart Horn is preparing the preliminary water main extension plan and profile drawings. He also stated that well testing and a monitoring plan is being prepared for PADEP's review. Homeowner will be notified regarding the pump test and stated that testing had no effect on residential wells when the previous testing was performed.

**Rate Study and Proposal:**

Mr. Guise reviewed the proposal from Keystone Alliance Consulting, Inc. to perform a water and sewer rate study to ensure that GMA rates schedule will produce the required revenue needed as well as capital costs. The Board agreed and suggested that GMA move forward on the study and proposal.

**Sewer Agenda:**

**Interceptor Phase II Replacement Update:**

Mr. Guise reported that draft easement drawings have been prepared by Buchart Horn to facilitate discussions with property owners.

**Insurance:**

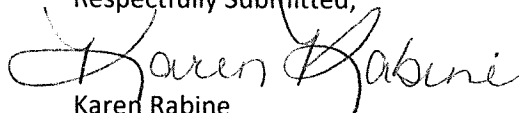
Mr. Guise reported that GMA has had its general insurance through Hockley & O'Donnell which is now ACNB Insurance Group for numerous years. The Board agreed with Mr. Guise that GMA should inquire with other insurance groups to receive quotes to ensure the most cost-effective pricing.

**Adjournment:**

With no other business to come before the Board, **Mr. Berger moved, seconded by Dr. Good to adjourn the meeting at 7:04 p.m. The motion carried unanimously.**

The next regular GMA Board of Directors meeting will be held on Monday, June 20, 2022, commencing at 6:00 p.m. at the GMA office.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Karen Rabine". The signature is fluid and cursive, with the first name "Karen" and last name "Rabine" clearly distinguishable.

Karen Rabine

Recording Secretary