

**MINUTES OF THE GETTYSBURG MUNICIPAL AUTHORITY  
BOARD OF DIRECTORS MEETING  
November 20, 2023**

The duly advertised Meeting of the Board of Directors of the Gettysburg Municipal Authority ("GMA") was called to order at 5:55 p.m. at the GMA office, 601 E. Middle Street, Gettysburg, PA 17325, by Ms. Dorothy Puhl, Chairperson. Present were Ms. Dorothy Puhl, Chairperson; Ms. Susan Cipperly, Vice Chairperson; Dr. Timothy Good, Secretary; Mr. Max Felty, Treasurer; Mr. Chris Berger, Assistant Secretary/Treasurer- absent; Ms. Diana Young, P.E., of Buchart Horn, Authority Engineer; Mr. Bernie Yannetti, Authority Solicitor; Ms. Amy Smith, Finance Director; and Ms. Karen Rabine, Recording Secretary.

**Water Agenda:**

**Public Comment:**

There was no public statement.

**Minutes:**

Dr. Good moved, seconded by Ms. Cipperly, to approve GMA's October 16, 2023, Board of Directors Meeting Minutes. The motion carried unanimously.

**Approval of Invoices:**

Ms. Cipperly moved, seconded by Dr. Good, to approve that all invoices for the month be paid. The motion carried unanimously.

**Draft Budget 2024:**

Ms. Smith presented the proposed draft 2024 budget to the Board.

**Keystone Alliance Consulting Inc. /Rate Structure Approval/ Resolution:**

Mr. Felty moved, seconded by Dr. Good, to approve Resolution #2-2023 adopting the revision and updating GMA's rate schedule to include fire protection fee, relative to rates for water service effective January 1, 2024, pursuant to rule 1.32 of GMA's "Rules Governing Water and Sewer Service". The motion carried unanimously.

**Cemetery Hill Update:**

Ms. Cipperly moved, seconded by Dr. Good, to approve Application for Payment to C.E. Williams Sons, Inc. for the Cemetery Hill project in the amount of \$ 123,187.50. The motion carried unanimously.

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

Mr. Guise reported to the Board that the transfer switch had been placed today and all testing has been completed. The SCADA project is now complete.

**Andrews Well Update:**

Ms. Young reported that Buchart Horn is continuing the process of acquiring permits for this project.

**424 E. Middle Street Update/ AFP's and Change Orders:**

Mr. Felty moved, seconded by Dr. Good to approve the following Applications for Payments and Change Orders for the 424 E. Middle Street project. They are as follows:

- Ketterman Electrical Services, LLC- Application for Payment #1 in the amount of \$ 69,558.49
- Ketterman Electrical Services, LLC- Application for Payment #2 in the amount of \$ 62,614.51
- East Coast Contracting, Inc. – Application for Payment # 2 in the amount of \$ 172,910.25
- Garden Spot Mechanical – Application for Payment #2 in the amount of \$ 70,290.00
- East Coast Contracting, Inc. – Change Order # 1 in the amount of \$ 10,135.36
- East Coast Contracting, Inc. – Change Order # 2 in the amount of \$ 3,993.83

The motion carried unanimously.

**Proposed Mark Development:**

Mr. Guise informed the Board that he had been in discussions regarding new ownership at the old, proposed Mark Development located off Route 30. They are still asking if GMA would consider selling the well and site that is not presently being utilized by GMA. The Board will discuss this at a future date.

**Sewer Agenda:**

**Interceptor Phase II Replacement Update:**

Mr. Guise informed the Board that GMA has received the Borough's plans and specifications regarding reconstruction of the tiber wall and Buchart Horn is incorporating them into the project.

**Kortney Meadow/ Twin Oaks Pump Station:**

Mr. Guise and Ms. Young stated that previous plans were to build a new pump station to be located next to the existing pump station. BH is now reviewing options for placing the proposed pump station on higher ground located on the other side of the stream in close proximity to our new interceptor at Dal-Tile.

**Pension – MMO:**

Mr. Guise presented the Minimum Municipal Obligation for the 2024 budget year to the Board.

**Reappointment Recommendation Letter to Borough Council/ Ms. Susan Cipperly:**

Ms. Cipperly's term on the GMA Board of Directors as Vice Chairperson expires January 1, 2024. Ms. Puhl and other Board members agreed to forward a reappointment recommendation letter to the Borough Council asking for Ms. Cipperly's reappointment with her consent.

**Executive Session / Personnel Matters:**

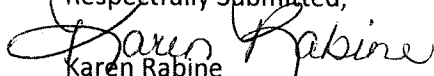
At 6:48 p.m. Chairperson Puhl called for an executive session to discuss personnel matters. At 7:08 p.m. the Board of Directors concluded the executive session and reconvened their regular meeting.

**Adjournment:**

With no other business to come before the Board, **Mr. Felty moved, seconded by Dr. Good, to adjourn the meeting at 7:09 p.m. The motion carried unanimously.**

The next regular GMA Board of Directors regular meeting will be held on Monday, December 18, 2023, commencing at 6:00 p.m. at the GMA office.

Respectfully Submitted,

  
Karen Rabine  
Recording Secretary