

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

November 16, 2015

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 Ms. Dorothy Puhl, Chairman. Present were Ms. Dorothy Puhl, Chairman; Ms. Susan Naugle, Vice Chairman; Dr. Timothy Good, Secretary; Ms. Susan Cipperly, Treasurer; Mr. Max Felty, Assistant Secretary/Treasurer; Mr. Mark Guise, Utilities Manager; Mr. Brian Funkhouser, P.E., of Buchart Horn, Inc., Authority Engineer; Mr. Bernie Yannetti, Authority Solicitor; Ms. Amy Christopher, Finance Director and Ms. Karen Rabine, Recording Secretary.

Mr. Jim Hale, representing The Gettysburg Times was in attendance.

Water Agenda:

Public Comment:

No public in attendance.

Minutes:

Mr. Felty moved, seconded by Dr. Good, to approve the Minutes of the Board's October 19, 2015 Board of Directors Meeting. The motion passed unanimously.

Approval of Invoices:

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

Draft Budget:

Preliminary draft water and sewer budgets were presented to the Board. On the sewer side, there may be a 10% increase is due to a broad spectrum of rising costs and a yet to be finalized future capital projects with rates to be structured to account for borrowing. No water rate increase was included in the draft water budget for 2016.

SEK Proposal/2016 Audit:

After discussion, Dr. Good moved, seconded by Ms. Cipperly, to accept the proposal from Smith Elliott Kearns & Company, LLC for three (3) years at a cost equaling approximately \$14,500.00 per year to audit the financial statements of each major fund and the aggregate remaining fund information of GMA for 2015, 2016 and 2017. The motion passed unanimously. Dr. Good added that when the three year contract ends, GMA should issue a formal request for proposals in order to check out other firms with Board members Ms. Puhl and Ms. Naugle concurring that fresh eyes reviewing the books from time to time is regarded as a best practice.

Confederate Woods:

Mr. Guise informed the Board that a proposal was received from The Confederate Woods Homeowners' Association, which represents a development off Hills Drive, that GMA assume ownership of a water main serving eight townhouses in which the Association offered to pay \$50,000.00. The Board expressed concern about the condition of the water main and whether there are sufficient rights-of-way for adequate maintenance. GMA will be reviewing this proposal further.

Proposed YWCA Daycare/ Sewer & Water Request Update:

Mr. Guise stated that the proposed daycare's capacity needs are 1,750 GPD in which the project would require the purchase of 10.5 EDU's of water and 7.6 EDU's of sewer. He also stated that GMA would serve this project after final approval of plans and proper payments and fees are met.

PICPI Lot #5- Misty Ridge:

Mr. Guise stated that GMA just received plans which propose the construction of four buildings that will include six apartment units each for a total unit count of twenty four (24). The previous approved plans for this lot had shown a single building that was to include thirty (30) units. Mr. Guise stated that GMA, along with staff and Buchart Horn, the Authority's engineering firm, will be reviewing the proposed plans and will be providing comments.

Comments:

Ms. Naugle asked if GMA has received any further information on the JC Cleaners site. Mr. Guise stated that there is no increase in the VOC's at Well #6 and has not had any correspondence with them.

Sewer Agenda:

Interceptor Improvement Update/ AFP #1:

Mr. Funkhouser reported that the project is going very well and that the contractor, Joao Bradley Construction, has installed pipe from the influent pumping station on the WWTP site, across Route 116 & Route 30, under CSX railroad and most of the way to the Fourth Street Crossing.

Dr. Good moved, seconded by Ms. Cipperly to approve Application for Payment #2 to Joao Bradley Construction in the amount of \$1,233,352.75. The motion passed unanimously.

Correspondence:

Reappointment Letter to Borough Council

Public Comment:

No public in attendance.

Executive Session:

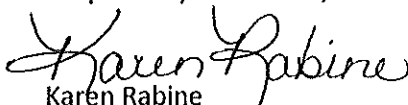
Ms. Puhl called for an executive session at 7:15 p.m. to discuss a real estate matter and a Contractual Lease Agreement. The regular meeting reconvened at 7:24 p.m. Mr. Felty moved, seconded by Dr. Good to enter into a Memorandum of Agreement and Understanding with Edward H. Spence, his wife, Barbara Spence, Edward H. Spence, Jr., his wife, Eva Spence and SPECO. Ms. Cipperly excused herself prior to the Executive Session which left the vote otherwise unanimous.

Adjournment:

With no other business to come before the Board, Dr. Good moved, seconded by Ms. Naugle, to adjourn the meeting at 7:26 p.m. The motion carried unanimously.

The next regular GMA Board of Directors meeting will be held on Monday, December 21, 2015, commencing at 6:00 p.m. at the GMA office.

Respectfully Submitted,


Karen Rabine

Recording Secretary