

The Regular Monthly Meeting of the
Blair Township Water and Sewer Authority
377 Cedarcrest Drive
Duncansville, PA 16635

The Regular Monthly Meeting, held on Wednesday, November 3, 2021, at 7:00 p.m., was called to order by Chairman Ted Ventre.

In attendance were 4 Authority members as follows: Ted Ventre, Brendan Peterson, Robin Cadwallader, and Edward Silvetti. (Mary Bolt arrived late to the meeting as noted below.)

Also in attendance were Tim M^cGaw, Manager; Katie M^cGaw, Administrative Assistant; Chris Jancula, Solicitor; Dave Cunningham, Engineer.

VISITORS:	Lisa Chiesa, Clark Hill	Mike McCaig, RBC Capital Markets
	Clay Gingrich, Gingrich Agency	Richard Heininger
	Connie Heininger	Rick Detwiler
	Hunter Wierman	Steve Rhine

Motion was made to approve the Minutes of the Regular Monthly Meeting of October 6, 2021. MOTION: Silvetti SECOND: Cadwallader VOTE: 4 Yes.

Motion was made to approve the Payroll & Bills for October 2021. MOTION: Silvetti SECOND: Peterson VOTE: 4 Yes.

Ted Ventre called upon Lisa Chiesa and Mike McCaig to discuss the possibility of refinancing our 2013 Bonds. Mike McCaig of RBC Capital Markets stated interest rates are historically low. Mike provided three Refunding Scenarios: Level Savings, Cash at Closing, and Shorten Term. Board Members asked questions about each scenario and the benefits of each. The Net Projected Savings would be around \$87,000.00.

Mary Bolt entered the meeting at 7:05 p.m.

Mike McCaig explained that if the decision to refinance was made tonight, we could go to Closing in 60-90 days. Motion was made to refinance the 2013 Bonds using the Shorter Term Savings option with a minimum of 4% savings. MOTION: Peterson SECOND: Cadwallader VOTE: 4 Yes; 1 No (Mary Bolt).

Clay Gingrich handed out folders containing our Commercial Insurance Policy renewal and UPMC Medical, Dental, and Vision Plan Rates for 2022. Our Commercial Renewal Premium for 2022 is 3.4% less than it was in 2021. The Medical Plan premiums increased by 9.5% for 2022, but Dental and Vision remain unchanged. Motion was made to renew our Current Medical, Dental, and Vision Policies for 2022. MOTION: Silvetti SECOND: Peterson VOTE: 5 Yes.

Chris Jancula stated that a motion from the October 6, 2021 Regular Monthly Meeting needed to be rescinded to be in compliance with the Sunshine Law. A topic must be listed on the Meeting Agenda and open to discussion before it can be voted upon. Motion was made to rescind the motion made at the 10/6/2021 meeting which stated:

“Motion was made for the BTWSA Board to commence development of a Public Request for Proposal (RFP) for “in-house” consulting engineering services. Components of this planned future engineering services contract will include, but not be limited to, the following: maximum contract duration of 5 years and restriction on the size of design services self-performed by the “in-house” engineer to a maximum amount per proposed project, to be determined and specified in a final RFP to be brought to the Board for consideration. Once agreed upon and adopted by the Board, the RFP will establish a hierarchy for securing engineering services related to the BTWSA providing for reliable water and wastewater services within its service area. The services likely to be discussed and included are, but not limited to, assessing service needs, including maintenance, capital improvements and new expansions; limited preliminary design; evaluation of some preliminary and final design proposals; bid document preparation; and construction oversight.” MOTION: Cadwallader SECOND: Bolt VOTE: 5 Yes.

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The vacant property at 1201 Meadow Lane is scheduled to be sold at Sheriff Sale. Gieg Law Offices wrote a letter to KML Law Group about BTWSA’s intention to shut the water off as a precaution against colder weather issues. To date, Gieg has not received a response. Motion was made to terminate the water service to the vacant house at 1201 Meadow Lane as a cold-weather precaution. No fee will be charged to the homeowner for this action. MOTION: Cadwallader SECOND: Silvetti VOTE: 5 Yes.

Dave Cunningham reported that Keller Engineers is proceeding with the design of the Reservoir Road Wastewater Extension (Phases I, II, and III). The Revised Contract was reviewed by Solicitor Gieg and signed by Ted Ventre on 10/29/2021. Dave estimates it will take 18 months before it can be presented to PennVEST for funding.

Dave stated he will begin working on the 2022 Budget around mid-November. He is hoping to schedule a Budget Meeting on November 23.

Tim McGaw stated that Blair Township is purchasing our 2009 Interstate Trailer for \$1000.00. Motion was made to authorize Tim McGaw to sign all documents involved in the sale and transfer of the 2009 Interstate Trailer from BTWSA to Blair Township. MOTION: Bolt SECOND: Peterson VOTE: 5 Yes.

Katie McGaw asked the Board to check their folders for an email from Stu Sibold, Duncansville's engineer. This email provides an update on the progress at the Duncansville Wastewater Treatment Plant. BTWSA's 3% share of the Fournier Rotary Sludge Press is \$11,941.64.

Katie asked the Board to review the proposed Meeting Schedule for 2022. All meetings will be held on the first Wednesday of each month at 7 p.m., with three exceptions: June 8, July 13, and September 14, which will be held the second Wednesday of the month due to Federal Holidays. Motion was made to accept the 2022 Meeting Schedule, as presented, and to have Katie advertise the dates and time. MOTION: Silvetti SECOND: Cadwallader VOTE: 5 Yes.

Katie stated a Wire Transfer of \$105,657.51 was sent to BNY Mellon on 10/18/2021 as payment toward principal and interest of our bond. As of Oct 31, 2021, our balance was \$1,930,000 dollars.

Ted called upon Eric Detwiler, Steve Rhine, and Hunter Wierman, employees of BTWSA, to see if they had any questions or concerns. Rick stated they were there to inquire about Employee Health Care. Robin stated this must be discussed in an Executive Session. Ted said the five Board Members will be discussing Employee Benefits at an Executive Session.

Ted announced the next Regular Monthly Meeting will be held on December 1, 2021, at 7 p.m.

Motion was made (at 8:24 p.m.) to adjourn the Meeting. MOTION: Peterson SECOND: Bolt VOTE: 5 Yes.

Signed as Secretary/Treasurer,



Robin L. Cadwallader

