

SLATINGTON BOROUGH AUTHORITY

125 SOUTH WALNUT STREET

SLATINGTON PA 18080

MINUTES

August 1, 2017

The regular meeting of the Slatington Borough Authority was called to order by Chair Scott Schuckert at 6:30 PM at Borough Hall, 125 S. Walnut Street, Slatington, PA 18080.

Members Present

Scott Schuckert, Chair	Two vacancies
Joe Wechsler	
Tony Gnas	

Others Present

Edmund Healy, Solicitor
David Frederick
Joan Cheesbrough

Visitors

Mel Gildner

APPROVAL OF MINUTES –Tony Gnas made a motion, seconded by Joe Wechsler, to approve the minutes as presented for the March 21, 2017 meeting of the Authority. Motion was passed following a voice vote. All ayes.

FINANCIAL REPORT – Dave Frederick stated he updated the financial report to include everything up to today. He noted an item on the administrative account which is an account service fee charged by Key Bank in the amount of \$89.20. We will get to that later on. Everything else is current, including PennVest which is up to date as of today. Tony Gnas made a motion, seconded by Joe Wechsler to approve the report for August 1, 2017 as presented. Motion passed following a voice vote. All ayes.

PAYMENT OF BILLS Regular bills – Steckel & Stopp billing for March 2017 - \$1,292.42; Steckel & Stopp for April work - \$216.67; Steckel & Stopp for May, 2017 work - \$379.17; Steckel & Stopp work for June 2017 - \$845.44; PA DEP 2017 Wastewater System Available Operator Report Fee - \$150.00; Joan Cheesbrough for July 18, 2017 attendance (no meeting due to a lack of a quorum) - \$62.50; Joan Cheesbrough for August 1, 2017 meeting attendance and minutes - \$125.00; Borough of Slatington for an ink cartridge July 10 and another July 25, 2017 -\$75.98; Times News ad for August 2, 2017 Authority meeting, \$56.60; Campbell, Rappold & Yurasits, LLC for the 2016-2017 Audit - \$6,000.00, for a total of \$9,203.78. Joe Wechsler made a motion, seconded by Scott Schuckert, to accept and pay these bills in the amount of \$9,203.78. Motion passed following a roll call vote as follows:

Ayes

Scott Schuckert
Joe Wechsler
Tony Gnas

Absent

TRANSFER OF FUNDS –Tony Gnas made a motion, seconded by Joe Wechsler, to request a transfer of \$9,203.78 from Council to pay these bills. Motion passed following a roll call vote as follows:

Ayes

Scott Schuckert
Tony Gnas
Joe Wechsler

Absent

VISITORS – Mel Gildner – no comments at this time.

CORRESPONDENCE

- A .Letter dated May 11, 2017, from Tara Bernard, Planning Specialist, Ebert Engineering, Inc.
- b. Email of May 30, 2017, from Ron Kuntz, Chairman, Walnutport Authority
- c.. Email of June1, 2017, from Ron Kuntz, Chairman, Walnutport Authority
- d Letter dated July 25, 2017, from Ron Kuntz, Chairman, Walnutport Authority

Per Solicitor Healy, everybody knows we have received a series of letters from Walnutport and Walmart’s engineers, concerning a request to allow treatment of flows from the Walmart site to pass through under the Walnutport’s reserve capacity at the treatment plant for treatment at our plant, and we have identified a potential issue that they may not have enough reserve capacity set aside for them at our plant to treat all the flows that are expected. As a result of those preliminary observations and measurement information provided by the operators, a letter was sent by Solicitor Healy with the Chairman’s blessing back in June, a copy of which was previously given to the Authority outlining the potential excess capacity problem its request proposes. We just received a response a few days ago, a letter back from the Walnutport Authority, dated July 25, 2017. It claims that they have another 10,000 gpd of reserve capacity, about which Ed, David and Scott have no recollection; so David and Ed chatted the other day, and Dave was going to come in to Borough Hall today to see what he could find to substantiate the claim that they had this additional 10,000 gallons of reserve capacity. The letter from Walnutport suggests they purchased this from us in November, 2006. David spent some time looking through minutes of the Authority and also of the Borough. What he found is copies of the Authority minutes with references to different phases of requests from Walnutport. He could not pinpoint any of the claimed 2006 purchase money referenced in Ron Kuntz’s current letter. Ed stated the purchases referenced by Mr. Kuntz in 2004 and 2010 are agreed upon, but the one that is missing from Ed’s records and what Dave found so far in our files from the events of November of 2006. Ed and Dave will

spend some time tonight after the meeting to see if they can pick out more. Ed has no recollection of another purchase in that time period. It was noted Ted Stevenson was advised, with the Chairman's approval, not to attend tonight's meeting as his work might not be necessary if they have the 10,000 we cannot find, and that he may be asked to come to the regular meeting on August 15. At that point we will be better able to tell him whether we have sold that 10,000 to them or not. Scott questioned if the Borough would have a record of receiving the money from Walnutport. Ed stated there should be both an agreement and money associated with this purchase, which might be found in the SBA and Borough minutes and/or fiscal records, but that Walnutport bears the burden of proving the transfer. He questioned why they did not provide this information. Borough Manager, Judith Danko, stated she had a visit from Ron Kuntz, and she said to him if you could only prove you paid for this, that would solve all these issues. Ed stated Walnutport could easily approach Walmart and require them to purchase the additional capacity. We should be able to track down something in 2006 with the amount of \$84,000.00. At the end of 2015 or mid-2016, their solicitor agreed with Ed's belief of their amounts of reserve capacity shown. There followed further discussion, that back in 2003, Walnutport might have wanted to purchase more capacity for Walmart way back then.

- e. Letter dated May 11, 2017 from Key Bank, regarding the amount of collateral held, after FDIC. Insurance is considered, to insure our public funds on deposit. This is just for our info.

REPORTS

- a. Affirmation of approval of 2016-2017 Slatington /Borough Authority "DRAFT" copy of the Audit Report per communication with Assistant Treasurer David Frederick

MEMBER VOTE

Anthony A. Gnas – "Yes" vote per telephone call, April 26, 2017

Joseph C. Wechsler – "Yes" vote per telephone call April 27, 2017

Scott R. Schuckert – "Yes" per email of April 29, 2017

Approval of 2016-2017 Slatington Borough Authority Draft Audit Report. Tony Gnas made a motion, seconded by Joe Wechsler, to approve the draft audit. Motion passed, following a roll call vote as follows:

Ayes

Tony Gnas

Joe Wechsler

Scott Schuckert

Absent

- b. Approval of 2016-2017 Slatington Borough Authority Audit Report. A motion was made by Joe Wechsler, seconded by Scott Schuckert to approve the audit. A voice vote followed, all ayes.
- c. Wastewater Treatment Plant Report, Sewer Flows, Discharge Monitoring Report and Sewer District #1 Flows for February, March, April, May and June 2017. Joe Wechsler made a motion, seconded by Scott Schuckert, to approve the sewer reports. Motion passed following a voice vote, all ayes.

- d. Assistant Treasurer's Report – time and travel for March, April, May, June, July and to August 1, 2017. Time \$725.19 and travel \$231.44. Joe Wechsler made a motion, seconded by Scott Schuckert to accept this report. Motion passed, following a roll call vote as follows:

Ayes

Tony Gnas

Joe Wechsler

Scott Schuckert

Absent

- e. 2017-2018 Administrative Fund Budget/Expenditure Report – February 1, 2017 to July 18, 2017. Dave did not update this as there is no change. We have expended 27%. Joe Wechsler made a motion, seconded by Tony Gnas, to accept the Budget Report. Motion passed following a voice vote, all ayes.
- f. Commonwealth of Pennsylvania, Department of Auditor General, Municipal Pension Reporting Program (Form PC200), year 2017 Act 205 Questionnaire. Per Dave even though we have no employees, we still have to report that we don't, have it signed by the Chairman, sealed and mailed.
- g. Updated Authority Member and Non-Member listing. (revised April 27, 2017)

OTHER BUSINESS

- a. Dave Frederick advised that Key Bank has started charging fees for just about every transactions. There followed a discussion about what we could do to reduce these fees. In order to avoid \$90 is service fees, we have to maintain a balance of over a million dollars. It was decided to consolidate the construction and savings funds into the administrative account and keep the one for PennVest. It seems it is time to change banks. Dave will check with Neffs, New Tripoli, and Palmerton Banks regarding transferring the monies and what is required. It will require two signatures to close out the savings and construction accounts. A motion was made by Joe Wechsler, seconded by Scott Schuckert, to consolidate the accounts of the Authority to a dedicated account for PennVest checking account and a dedicated administrative checking account at Key Bank. Motion passed, following a voice vote, all ayes.
- b. Joe Wechsler made a motion seconded by Scott Schuckert, to accept the COA DEP letter dated June 20, 2017 into the record. Motion passed, following a voice vote, all ayes.
- c. Transition of plant and other assets to Slatington Borough upon approval of transfer submitted to the state. Ed has done nothing since March, since there has been nothing to do. He believes this will result in an internal action between DEP and EPA, stating that there is really no material issue to prevent the Authority from being dissolved, and at some point DEP may act on the permit transfer. DRBC transferred our responsibilities to them to Borough Council. Borough Manager, Judith Danko, asked if she could receive copies of the quarterly COA letters to DEP. Judith stated we had a positive surprise visit from DEP at the sewer plant.

- d. Review 2017-2018 Authority Budget. It was decided to wait until next meeting. It was noted PennVest requires that the Borough refinance the loan in their name, requiring audit reports for the three previous years. There followed discussion about the sewer capital fund, the note due to sewer from the fire fund, and other issues that need to be corrected at the Borough.
- e. Tony Gnas questioned whether anything had been done about the "man down" request. Scott Schuckert will send a letter through the Borough, per the March minutes

EXECUTIVE SESSION: An executive session was held on Tuesday, July 11, 2017 at 5:30 PM.

ADJOURNMENT

- f. Tony Gnas made a motion, seconded by Joe Wechsler to adjourn the meeting at 7:42 PM. Motion passed, following a voice vote, all ayes. The next meeting will be August 15, 2017 at 6:30 PM.

Respectfully Submitted,

Scott Schuckert
Chairman