

The Organizational and Regular Meeting of the Bloomsburg Municipal Authority Board was held on Tuesday, January 10, 2023, beginning at 4:00pm in the Conference Room of the Municipal Authority Office, 1000 Market Street, Suite 9, Bloomsburg, PA.

Chair Thomas Evans presided. Those present included Vice-Chair Vincent DeMelfi; Treasurer Michael Upton; Board Members Sylvia Costa and Bill Brobst; Assistant Plant Superintendent Mark Tappe; Maintenance/Collection System Supervisor Josh Young; Special Projects Coordinator Ryan Longenberger; Jeff Slabinski and George Myers, Myers Environmental Services; Steven Siegfried, P.E., Rettew; Secretary/Office Manager Amber Kenney and Billing and Collections Director Amy Seamans. Absent was Solicitor Alvin Luschas, Luschas, Naparsteck & Crane LLP.

NOMINATION AND ELECTION OF VICE-CHAIR FOR 2023

On a motion by S. Costa, seconded by B. Brobst and voted on unanimously, the Board elected and appointed Vince DeMelfi as Vice-Chair for 2023.

T. Evans turned the Organizational Meeting over to V. DeMelfi for the nomination and election of Chair.

NOMINATION AND ELECTION OF CHAIR FOR 2023

On a motion by B. Brobst, seconded by S. Costa and voted on unanimously, the Board elected and appointed Thomas Evans as Chair for 2023.

V. DeMelfi turned the Organizational Meeting back over to Chair T. Evans.

NOMINATION AND ELECTION OF TREASURER FOR 2023

On a motion by S. Costa, seconded by V. DeMelfi and voted on unanimously, the Board elected and appointed Michael Upton as Treasurer for 2023.

APPOINTMENT OF SECRETARY-ASSISTANT TREASURER FOR 2023

On a motion by B. Brobst, seconded by M. Upton and voted on unanimously, the Board appointed Amber Kenney as Secretary-Assistant Treasurer for 2023.

APPOINTMENT OF SOLICITOR FOR 2023

On a motion by B. Brobst, seconded by S. Costa and voted on unanimously, the Board appointed the firm of Luschas, Naparsteck & Crane, LLP as solicitor for 2023.

APPOINTMENT OF ENGINEERING FIRM FOR 2023

On a motion by B. Brobst, seconded by M. Upton and voted on unanimously, the Board appointed the firm of Rettew Associates, Inc. as engineering firm for 2023.

APPOINTMENT OF BANK DEPOSITORY FOR 2023

On a motion by V. DeMelfi, seconded by M. Upton and voted on Four (4) (V. DeMelfi, M. Upton, S. Costa and B. Brobst voting "Yes") to One (1) Abstention (T. Evans "Abstaining"), the Board appointed First Columbia Bank & Trust Co. as bank depository for 2023.

APPROVAL OF DECEMBER 13, 2022 MINUTES

On a motion by V. DeMelfi, seconded by S. Costa and voted on unanimously, the Board approved the December 13, 2022 minutes without any additions or corrections.

APPROVAL OF PAYMENT OF MONTHLY OPERATING AND MAINTENANCE BILLS FOR DECEMBER

On a motion by B. Brobst, seconded by M. Upton and voted on unanimously, the Board approved payment of the monthly operating and maintenance bills for December in the amount of \$301,743.59.

APPROVAL OF PAYMENT OF MONTHLY SEWER MAINTENANCE BILLS FOR DECEMBER

On a motion by V. DeMelfi, seconded by M. Upton and voted on unanimously, the Board approved payment of the monthly sewer maintenance bills for December in the amount of \$3,163.96.

APPROVAL OF PAYMENT TO KORN FERRY FROM THE MUNICIPAL AUTHORITY EMPLOYEE PENSION FUND

On a motion by V. DeMelfi, seconded by M. Upton and voted on unanimously, the Board approved payment to Korn Ferry in the amount of \$3,887.00 from the Municipal Authority Employee Pension Fund for fourth quarter actuarial services.

APPROVAL OF PAYMENT TO FIRST COLUMBIA BANK & TRUST CO. FROM THE MUNICIPAL AUTHORITY EMPLOYEE PENSION FUND

On a motion by S. Costa, seconded by B. Brobst and voted on Four (4) (S. Costa, B. Brobst, M. Upton and V. DeMelfi voting “Yes”) to One (1) Abstention (T. Evans “Abstaining”), the Board approved payment to First Columbia Bank & Trust Co. in the amount of \$1,516.57 from the Municipal Authority Employee Pension Fund for fourth quarter trustee fees.

APPROVAL OF RECORDS DISPOSITION LIST

On a motion by M. Upton, seconded by B. Brobst and voted on unanimously, the Board approved disposing of the following records: 2015 Timesheets and Payroll Registers, 2015 Accounts Payable A-H, 2015 Accounts Payable I-P and 2015 Accounts Payable R-Z.

APPROVAL OF REVISED AGREEMENT WITH DALLAS DATA SYSTEMS, INC.

On a motion by M. Upton, seconded by V. DeMelfi and voted on unanimously, the Board approved a revised agreement with Dallas Data Systems, Inc. for outsourced utility billing, electronic payment processing and Level 1 customer service.

APPROVAL OF ESTABLISHING A PERSONNEL COMMITTEE

On a motion by S. Costa, seconded by V. DeMelfi and voted on unanimously, the Board approved establishing a Personnel Committee for the purpose of reviewing and approving an Employee Handbook. S. Costa and M. Upton will be on the Committee.

APPROVAL OF A SEWER BILL CREDIT FOR CAROL BENZA AT 431 CHESTNUT AVENUE

On a motion by S. Costa, seconded by V. DeMelfi and voted on unanimously, the Board approved a sewer credit for Carol Benza in the amount of \$74.97 for the 11/30/22 bill; \$99.36 for the 12/31/22 bill; and \$73.71 for the 01/31/22 bill for a broken hot water heater that leaked into a dirt crawl space at 431 Chestnut Avenue.

Being no further business, the meeting adjourned at 4:38pm.

AMBER KENNEY
Secretary/Office Manager