

# MABE Meeting Minutes July 26, 2023

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## In Attendance:

Floyd Jennelle  
Steve Keech  
Darrell Gobble  
Keith Showalter, SDE  
Stephen Kalis, Fox Rothschild, Telephonic  
Charlotte Gehman

## Absent:

Jim Freeze  
Dan Engro

## Others in Attendance:

John Dean, EEMA  
Dave Friedman, EEMA

Meeting called to order at 7:00p.

## Public Comment

### Correspondence/Communication

Hopewell Manor Expansion – Steve reviewed the notes from the meeting with the developer. Developer does not anticipate presenting plans to the Borough before Spring 2025.

### Treasurer's Report

Approval of July payables per Check Register presented. **Motion by Darrell to approve the payables as presented. Second by Floyd. Motion approved.**

Finance Committee Report – None.

Annual Audit – Audit work is complete. After representation letters are signed, we will receive the final audit.

### Operator's Report

Average daily flow was 77,000 gallons. Flushed the discharge pipes. Met with Sigma for reprogramming of the VFDs. No violations. Total of 2.1 million gallons for the month. This has reduced the alarm callouts. There is still a problem with the VFD's requiring weekly re-sets. Sigma is working with the maintenance staff on a fix.

Equipment Inventory – Dave is reviewing and still adding more to the inventory. John will send the report to Charlotte monthly so she will have that on file.

Blower #1 – Brad purchased a replacement motor and has switched that out.

### Engineer's Report

NPDES Permit Renewal – Report is due in September and is complete. **Keith does not see any issues. Motion by Darrell to approve the submission of the final NPDES report. Second by Floyd. Motion approved.**

ARPA Small Water and Sewer Grant Application - Waiting for awards announcement on September 19th.

ARPA H2O PA Grant Application - Waiting for awards announcement on September 19th.

PA Small Water & Sewer Grant Bid Update - Keith is hoping to get the bid documents to Steve for review in the next week. Keith hopes the work can be completed this year yet. Keith estimates the total project will take about 6 months.

Blue Rock Project – See Solicitors report.

Easement Plans/Right of Way Project - Still in process.

### Solicitor's Report

Blue Rock Deed of Dedication Status – Deed of Dedication was filed with the County, but receipt has not been confirmed.

### Old Business

Barbed Wire Quotes Motion – **Motion by Darrell to confirm the approval of the Integrous Fence quote for \$5,250.00. Second by Floyd. Motion approved.**

Plant Driveway Quote – Matt Lyster provided a quote to divert the water at the end of the driveway. Discussion of longer-term plan to improve the driveway to divert water in the low areas. Charlotte will ask Matt to quote a simpler fix.

Security System Update – Charlotte will be meeting with All Points Security tomorrow to discuss the internet requirements and next steps.

### New Business

None.

### Admin Update

August Meeting – Charlotte will miss the August Board meeting but will prepare everything ahead of time and will arrange for Lori Kolb to mail the payables.

Financial Reports Questions

Bookeeping for Portal Payments – Charlotte is working through the details of proper bookkeeping of the merchant fees. This is delaying reconciling the bank statement they are deposited in.

#### **Executive Session**

The meeting was adjourned at 7:41p.

Next Scheduled MABE Board Meeting is **Tuesday, August 29, 2023, at 7:00p.**