

The regular board meeting of Houtzdale Municipal Authority was held on Monday, November 18, 2024 at 4:00PM.

- Members:
- Bernie Kephart - Present
  - Kevin Phillips – Present
  - Tim Stine – Present
  - Dustin Zazworsky – Present
  - Chris Kitko – Present
  - Tim Huber – Present
  - Marjann Young – Present

Also Present: Solicitor Rodney Beard and John Gallagher of HMA.

The October 21, 2024 regular board meeting of the Houtzdale Municipal Authority did not take place due to NO QUORM. Packets were reviewed and motions were made. See below:

**Motion List:**

1. Tim Stine made a Motion seconded by Chris Kitko to approve the minutes for the September 16, 2024 Regular meeting. Motion carried unanimously.
2. Dustin Zazworsky made a motion seconded by Marjann Young to approve and pay the bills for September. Motion carried unanimously.
3. Tim Huber made a Motion seconded by Dustin Zazworsky to approve the Treasurer’s Report for September. Motion carried unanimously.
4. Kevin Phillips made a motion seconded Tim Huber to authorize Bernie Kephart, Chairman, to sign the title work for the purchase of Christ the King property on Vulcan Road. Motion carried unanimously.
5. Kevin Phillips made a motion seconded by Tim Stine to approve Advanced Rehabilitation Technology to resurface the inside of the Ramey reservoir in the amount of \$123,786.00. This contractor is a CoStars vendor (Vendor # 380975) that is approved to do work under the CoStars contract. Motion carried unanimously.

**Discussions:**

The closing of the Christ the King property purchase is scheduled to take place on December 6, 2024 at Attorney Girard Kasubick’s office.

Gallagher informed the Board that switching Health Insurance to BC/BS from UPMC would save a substantial amount of money for the 2024/2025 year.

Gallagher informed the Board that letters were sent out or hand delivered to customers that were listed as galvanized line and/or fittings in the DEP Service Line Inventory. Customers were provided information and HMA recommended replacement.

Gallagher informed the Board that the interest rate on the Prime Money Fund dropped to 4.50% from 4.75%.

Bigler Township donated a plow truck to HMA for \$1. Gallagher asked Board for permission to sign paperwork at transfer for Authority. A motion was made.

**Motion List:**

1. Motion to approve the minutes for the October 21, 2024 Regular meeting. NO QUORM
2. Tim Stine made a motion seconded by Kevin Phillips to approve and pay the bills for October. Motion carried unanimously.
3. Kevin Phillips made a motion seconded by Chris Kitko to approve the Treasurer's Report for October. Motion carried unanimously.
4. Tim Huber made a motion seconded by Tim Stine to authorize payment in the amount of \$379,305.00 for Application for payment #1 on Contract 24-02. Motion carried unanimously.
5. Chris Kitko made a motion seconded by Dustin Zazworsky to authorize payment in the amount of \$221,004.22 for Application for payment #1 on Contract 24-01. Motion carried unanimously.
6. Tim Stine made a motion seconded by Dustin Zazworsky to approve CFA reimbursement request #1 in the amount of \$499,979.00 for costs associated with the CFA PA SWS and H2O Pa Grant Program. Motion carried unanimously.
7. Tim Huber made a motion seconded by Dustin Zazworsky to approve Highmark Western Performance Blue PPO health care coverage for 2024/2025 in the amount of \$219,634.56, which is a savings. Motion carried unanimously.
8. Dustin Zazworsky made a motion seconded by Marjann Young to approve Highmark Blue Edge Vision coverage for 2024/2025 in the amount of \$1903.92. Motion carried unanimously.
9. Dustin Zazworsky made a motion seconded by Marjann Young to approve Highmark Blue Edge Dental Flex for dental coverage for 2024/2025 in the amount of \$7,067.28. Motion carried unanimously.
10. Tim Stine made a motion seconded by Dustin Zazworsky to renew the HRA \$1,000.00/\$2,000.00 for deductible coverage for 2024/2025. Motion carried unanimously.
11. Tim Huber made a motion seconded by Dustin Zazworsky to accept the commercial property insurance package for 2025 in the amount of \$18,753.00 from Glatfelter. Motion carried unanimously.
12. Tim Stine made a motion seconded by Chris Kitko to accept the Cyber liability package for 2025. Confirmation of price is pending. Motion carried unanimously.
13. Dustin Zazworsky made a motion seconded by Tim Stine to accept the Retirement letter from Marie Mchugh. The date of her retirement is February 28, 2025. Motion carried unanimously.

14. Dustin Zazworsky made a motion seconded by Tim Stine to accept the donation of one Ford F-550 dump truck from Bigler Township for the amount of \$1. John Gallagher has permission to sign paperwork at transfer for Authority. Motion carried unanimously
15. Tim Stine made a motion seconded by Chris Kitko to approve a resolution which allows the submission of a grant application to CFA in the amount of \$750,000.00 for the Ginter Pump Station Improvement Project. Motion carried unanimously.
16. Kevin Phillips made a motion seconded by Chris Kitko to adjourn the meeting at 4:38pm. Motion carried unanimously.

*Ashley Smith*

Ashley Smith  
Recording Secretary