

The Regular Board meeting of Houtzdale Municipal Authority was held on Monday January 16th, 2026 at 4:06PM.

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

Also Present: Jeff Garrigan of HRG, Solicitor Rodney Beard and John Gallagher of HMA

Reorganization took place at 4:00.

Reorganization

1. Tim Huber made a motion seconded by Chris Kitko to nominate Bernie Kephart as Chairman for 2026. Tim Huber made a motion seconded by Chris Kitko to close nominations for Chairman. Motion carried unanimously.
2. Tim Huber made a motion seconded by Chris Kitko to nominate Kevin Phillips as V. Chairman for 2026. Tim Huber made a motion seconded by Chris Kitko to close nominations for V. Chairman. Motion carried unanimously.
3. Kevin Phillips made a motion seconded by Chris Kitko to nominate Dustin Zazworsky as Secretary/Treasurer for 2026. Kevin Phillips made a motion seconded by Chris Kitko to close nominations for Secretary/Treasurer. Motion carried unanimously.
4. Tim Huber made a motion seconded by Chris Kitko to retain Herbert, Rowland and Grubic Inc. as Professional engineers for the Houtzdale Municipal Authority. Motion carried unanimously.
5. Kevin Phillips made a motion seconded by Dustin Zazworsky to retain Rodney Beard Esq. as Solicitor for the Houtzdale Municipal Authority. Motion carried unanimously.
6. Kevin Phillips made a motion seconded by Dustin Zazworsky to retain Johnston, Nelson, Shimmel and Thomas LLP as the Certified Accounting firm for the Houtzdale Municipal Authority. Motion carried unanimously.
7. Tim Huber made a motion seconded by Kevin Phillips to retain CNB Bank as the Primary Financial Institution of the Houtzdale Municipal Authority. Motion carried unanimously.

Discussions:

Gallagher updated the Board regarding the status of the DEP service line inventory and advised that the mailings have generated over 300 responses to date.

A brief discussion was held regarding the Verizon tower at the Madera radio site.

A brief discussion was held regarding the Ginter Pump Station building, with construction anticipated to begin in spring 2026 pending the bidding process.

Marjann Young addressed the Board concerning an ongoing water problem involving basement water intrusion at The Remedy. Gallagher recommended that the Borough be contacted to evaluate the condition of nearby drains and sidewalks.

Gallagher noted that PJ Industries is interested in purchasing the old master meters at \$1.35 per pound. Bernie Kephart suggested obtaining an estimated scrap value to determine whether HMA would be better served by scrapping the meters independently.

The HRFC requested that HMA consider donating time and equipment to relocate roadway millings from Houtzdale Borough to the ATV riding area at Power Lane. The Board approved the request.

1. Tim Huber made a motion seconded by Kevin Phillips to approve the minutes for the December 15th, 2025 meeting. Motion carried unanimously.
2. Dustin Zazworsky made a motion seconded by Kevin Phillips to approve and pay the bills for December. Motion carried unanimously.
3. Kevin Phillips made a Motion seconded by Tim Huber to approve the Treasurer's Report for December. Motion carried unanimously.
4. Tim Huber made a motion seconded by Kevin Phillips to approve contract with TAG Towers for lease of Vulcan Road property for cell tower. Motion carried unanimously.
5. Kevin Phillips made a motion seconded by Dustin Zazworsky to approve the bidding of Ginter Pump Station project by HRG. Motion carried unanimously.
6. Kevin Phillips made a motion seconded by Tim Huber to approve Application for Payment No. 08 to Greenland Construction in the amount of \$100,233.65 for the Pre-Chlorination Project. Motion carried unanimously.
7. Kevin Phillips made a motion seconded by Tim Huber to adjourn into Executive session at 4:44pm for litigation discussion. Motion carried unanimously.
8. Tim Huber made a motion seconded by Chris Kitko to reconvene the regular meeting at 4:54pm. Motion carried unanimously.
9. Marjann Young made a motion seconded by Dustin Zazworsky to adjourn the meeting at 5:01pm. Motion carried unanimously.



Ashley Smith

Recording Secretary