

The Regular Board meeting of Houtzdale Municipal Authority was held on Monday November 17th, 2025 at 4:00PM.

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

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

Discussions:

Discussion was held regarding the Polaris Ranger, specifically whether to repair the unit or trade it in toward a new replacement via the CoStars cooperative purchasing program. The Board instructed staff to solicit quotations for (i) repair, (ii) trade-in value, and (iii) new unit pricing.

Brief discussion was held regarding the purchase of a bucket truck. The Board directed Gallagher to continue evaluating available options.

Gallagher informed the Board that neither the 2026 cyber liability policy package nor the 2026 commercial property insurance package has been released. He anticipates having quotes ready for the next Board meeting.

Brief discussion was held regarding a Verizon cell tower on Vulcan Road. The Board noted that permitting Verizon to install a tower on HMA property would be beneficial to HMA. The proposed tower height would be approximately 45 feet higher. A motion was made to move forward with collecting further information.

1. Chris Kitko made a motion seconded by Tim Huber to approve the minutes for the October 20th, 2025 meeting. Motion carried unanimously.
2. Tim Stine made a motion seconded by Marjann Young to approve and pay the bills for October. Motion carried unanimously.
3. Chris Kitko made a Motion seconded by Tim Huber to approve the Treasurer's Report for October. Motion carried unanimously.
4. Chris Kitko made a motion seconded by Tim Huber to gather more information on the Verizon cell tower at Madera location. Motion carried unanimously.
5. Chris Kitko made a motion seconded by Tim Huber to approve the 2026 Capital and Operating budgets. Motion carried unanimously.
6. Tim Huber made a motion seconded by Dustin Zazworsky to accept the retirement letter from Kevin Phillips. The date of his retirement is January 30<sup>th</sup>, 2026. Motion carried unanimously.

7. Tim Stine made a motion seconded by Tim Huber to approve AFP No. 06 for Greenland Construction (Pre-Chlorine Building Project) in the amount of \$129,809.70. Motion carried unanimously.
8. Chris Kitko made a motion seconded by Marjann Young to adjourn the meeting at 4:25pm. Motion carried unanimously.

A handwritten signature in black ink that reads "Ashley Smith". The signature is written in a cursive, flowing style.

Ashley Smith

Recording Secretary