

The regular board meeting of the Houtzdale Municipal Authority was held on Monday, October 16, 2023 at 4:00PM

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

Also Present: Jeff Garrigan of HRG, John Gallagher of HMA, and Solicitor Winifred Jones-Wenger

Discussions:

Marjann Young questioned why the HMA trucks do not have the magnet HMA logo on them. Gallagher told her the magnets will not adhere to the trucks and he will look into getting decals for the trucks.

Discussion on purchasing a F-150 or a F-250 truck to replace Gallagher's truck.

Gallagher discussed with the board the transaction fees First Commonwealth Bank is charging monthly. They range from \$200 to \$220 depending on how many transactions are made. First Commonwealth agreed to charge \$75 if HMA maintains \$500,000.00 in the General Revenue Fund. The board told Gallagher to discuss relinquishing the fees with the bank.

Gallagher informed the board Randy Dubler from Dubler Insurance will be at HMA next week to go over the insurance coverage for the property and because of the "forever chemicals" the premium will increase. Also, Gallagher said Gordon will run tests for the PFAS and PFOS.

Discussion was held on the Union Contract. Kevin Phillips said he talked to a financial advisor and he said \$6,500.00 can be put into an HSA, \$6,000.00 into and IRA, and up to \$25,000.00 into retirement fund. Bernie Kephart disagreed and said the monies go into a HRA.

Discussion was held on hiring Ashley Boulton as a full-time employee.

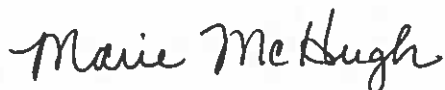
Discussion was held on advertising for 2 qualified equipment operators with a class A CDL license on Indeed but first will be posted in house.

Motion List:

1. Kevin Phillips made a motion seconded by Tim Huber to approve the Minutes for the September 18, 2023 regular meeting. Motion carried unanimously.
2. Kevin Phillips made a motion seconded by Chris Kitko to correct the July, 2023 Minutes to read: Retirement must be announced in writing 90 days in advance of the effective day of retirement. Motion carried unanimously.
3. Kevin Phillips made a motion seconded by Marjann Young to approve the Treasurer's Report for September. Motion carried unanimously.

4. Tim Huber made a motion seconded by Kevin Phillips to approve the purchase of F-250 truck from Central PA Truck and Equipment through the CoStars Program in the amount of \$64,009.00 minus trade in of \$25,000.00 and authorize John Gallagher to sign paperwork for the purchase of the truck. Motion carried unanimously.
5. Tim Huber made a motion seconded by Chris Kitko to move the money in the General Fund from First Commonwealth Bank if the transaction fees they charge HMA monthly are not relinquished. Motion carried unanimously.
6. Tim Huber made a motion seconded by Chris Kitko to approve the 2023/2024 Medical plan premium renewal rates. Motion carried unanimously.
7. Tim Huber made a motion seconded by Chris Kitko to go into Executive Session at 4:40PM for discussion on personnel and possible litigation. Motion carried unanimously.
8. Tim Huber made a motion seconded by Marjann Young to reconvene the Regular Meeting at 5:00PM. Motion carried unanimously.
9. Tim Huber made a motion seconded by Chris Kitko to approve full time employment to Ashley Boulton starting October 20, 2023 starting at a 1<sup>st</sup> year rate of \$24.30 and enrolling her into the insurance coverage. Motion carried unanimously
10. Tim Huber made a motion seconded by Marjann Young to approve posting in house the positions of qualified equipment operators with a class A CDL license and then advertise on Indeed in November. Motion carried unanimously.
11. Tim Huber made a motion seconded by Chris Kitko to approve all items on the Union Contract except the disbursement of sick time and will be a Memorandum of Understanding. Motion carried unanimously.
12. Chris Kitko made a motion seconded by Tim Huber for Solicitor Jones-Wenger to review the class action suit on both PFAS and PFOS. Motion carried unanimously.

Chris Kitko made a motion seconded by Marjann Young to adjourn the meeting at 5:10PM. Motion carried unanimously.



Marie McHugh

Recording Secretary