

The Regular Board meeting of Houtzdale Municipal Authority was held on Monday, January 20th, 2025 at 4:06PM.

Members:       Bernie Kephart - Present  
                  Kevin Phillips – Present  
                  Tim Stine – Absent  
                  Dustin Zazworsky – Present  
                  Chris Kitko – Absent  
                  Tim Huber – Present  
                  Marjann Young – 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 Kevin Phillips to nominate Bernie Kephart as Chairman for 2025. Marjann Young made a motion seconded by Tim Huber to close nominations for Chairman. Motion carried unanimously.
2. Tim Huber made a motion seconded by Marjann Young to nominate Kevin Phillips as Vice-Chairman for 2025. Marjann Young made a motion seconded by Tim Huber to close nominations for Vice-Chairman. Motion carried unanimously.
3. Tim Huber made a motion seconded by Kevin Phillips to nominate Tim Stine as Secretary/Treasurer for 2025. Kevin Phillips made a motion seconded by Tim Huber to close nominations for Secretary/Treasurer. Motion carried unanimously.
4. Kevin Phillips made a motion seconded by Tim Huber 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 Tim Huber to retain Rodney Beard Esq. as Solicitor for the Houtzdale Municipal Authority. Motion carried unanimously.
6. Kevin Phillips made a motion seconded by Tim Huber to retain Johnston, Nelson Shimmel, and Thomas LLP as the Certified Accounting firm for the Houtzdale Municipal Authority. Motion carried unanimously.
7. Kevin Phillips made a motion seconded by Tim Huber to retain CNB Bank as the Primary Financial Institution of the Houtzdale Municipal Authority. Motion carried unanimously.
8. Kevin Phillips made a motion seconded by Tim Huber to approve the 2025 Regular Board meeting dates of HMA. Meetings will take place the 3<sup>rd</sup> Monday of every month at 4PM. Motion carried unanimously.

Discussions:

The motion to approve the minutes for the December 16<sup>th</sup> meeting was tabled. This will be on the agenda for the February 17<sup>th</sup>, 2025 meeting.

A lengthy discussion was held regarding retirement and sick time payout.

Gallagher asked for permission to get pricing on a new pump for 14R and a VFD. Gallagher will present at February meeting.

Gallagher suggested that HMA create a Facebook page for informative purposes only. Ashley Smith will be Admin on page. Board granted permission.

Motion List:

1. Motion to approve the minutes for December 16<sup>th</sup> 2024 meeting **TABLED**
2. Dustin Zazworsky made a motion seconded by Marjann Young 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 Kevin Phillips to approve the land exchange agreement between the Houtzdale Municipal Authority and the Pennsylvania Game Commission. This agreement is the exchange of 45± acres. Motion carried unanimously.
5. Tim Huber made a motion seconded by Marjann Young to approve a donation of \$1000.00 to the Houtzdale Woodward Recreation Authority. This donation will be from the scrap and timber fund. Vote 4 to 1 with Bernie Kephart abstaining.
6. Tim Huber made a motion seconded by Kevin Phillips to approve HRG to move forward on the SRBC Consumptive Use Grant application. Motion carried unanimously.
7. Tim Huber made a motion seconded by Dustin Zazworsky to adjourn the meeting at 5:14pm. Motion carried unanimously.



Ashley Smith  
Recording Secretary