

**HOWE TOWNSHIP MUNICIPAL AUTHORITY (HTMA)
300 NORTH FOURTH STREET
NEWPORT, PA 17074
REGULAR MEETING MINUTES
December 19, 2016**

Members present: Burd, Campbell, Kessler, Sheaffer, and Turner.

Members absent:

Guests: Sarah Doyle, Stock & Leader, Dave Jones, Stock & Leader, Josh Fox, HRG, Tim Seiber, Newport Borough Municipal Authority (NBMA), Residents: Christine Campbell, Rick Reisinger, Patricia Dudley, James Dudley, and Russell Hewitt.

The meeting was called to order at 5:30 PM by Chairman Campbell.

- 1. The meeting opened with public comments. Tim Seiber, NBMA, reported that NBMA signed a “letter of intent” with USDA, but could possibly look for funding elsewhere. NBMA would have 90 days from “official acceptance” to start work.**
- 2. Josh Fox posed several questions to Tim Seiber regarding the NBMA plant project.**
- 3. What caused the \$3 million increased costs? Seiber said DEP oversight to change engineering.**
- 4. Does the \$1.8 million include all engineering fees or only NBMA share? No answer, will get back to us.**
- 5. Estimated bid schedule of NBMA project? Not sure until their next meeting.**
- 6. Dave Jones reaffirmed questions regarding the 30% difference between design cost and estimates.**
- 7. It was agreed that all involved entities from the three municipalities would have a meeting to discuss the project.**
- 8. Seiber also related that the EPA is requiring the plant be elevated above the 500 year flood plain. This would require raising the plant about six feet.**
- 9. Adding to O&M costs would be the requirement to carry flood insurance.**
- 10. Newport has two loans of \$9 million & \$3 million, USDA can not issue loan over \$10 million.**
- 11. Seiber inquired if Howe and Oliver would be willing to sign off on the USDA loan.**
- 12. That does not seem likely, more research would be required.**
- 13. Burd presented the minutes from the November 21 regular meeting.**
- 14. Kessler moved, Turner seconded, motion carried to approve the November 21 minutes.**
- 15. Sheaffer presented the treasurer’s report.**
- 16. Turner moved, Burd seconded, motion carried to approve the treasurer’s report.**
- 17. Burd distributed correspondence from various agencies.**
- 18. Josh Fox reported on the call with PENNVEST. It is very unlikely the offer would be improved to more grant (less loan).**
- 19. PENNVEST recommended we accept offer. This would not require action for a year as long as we keep them updated.**
- 20. We need \$1.6 million to make the user rates affordable from several options.**
- 21. If Buffalo Crossing contributes up front, NBMA construction costs come in lower, discussions with NBMA about our flows capacity.**
- 22. The combination we are striving for is a tapping fee of \$1,500 and a monthly user fee of \$75.00.**

- 23. EDU's up to this point were all equal, may consider making commercial higher.**
- 24. Turner moved, Kessler seconded, motion passed unanimously to accept the PENNVEST offer.**
- 25. Josh Fox reported that DEP would entertain an offer to look at expanding the Cedar Realty package plant. But would consider the impact on the overall plan.**
- 26. Kessler moved, Turner seconded, motion passed to have Josh Fox send the low bidders for Contracts 16-1 and 16-2 to extend the bids for 120 days for purposes of financing.**
- 27. Sheaffer moved, Kessler seconded, motion carried to approve PennWorks Request #7 For \$13,974.00.**
- 28. Campbell and Burd signed Newport Plaza documents that were previously approved, but needed signed in duplicate.**
- 29. Kessler moved, Turner seconded, motion carried to approve the non-grant budget.**
- 30. It was noted that starting January 16, 2017 the HTMA will be meeting at the PinnacleHealth community room at 5:30 PM.**
- 31. Turner moved, Kessler seconded, motion carried to adjourn at 7:30 PM.**
- 32. Next meeting: January 16, 2017**

Respectfully submitted,

**Charles Burd, Secretary
Howe Township Municipal Authority**