

**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**