MAIDENCREEK TOWNSHIP AUTHORITY
October 10, 2012
MEETING MINUTES

Attending Board Members: Robert Shinn, Earl Rothermel, Gary Saggio, Pat Hecker and Kim Rossetti.

Also Attending: Tom Duffy & Greg Unger from SDE, Bob Hobaugh, Solicitor for MTA, Patrick Donovan, Manager of Maidencreek Township Authority and Tammy Deysher, Office Administrator, Cody Rhoades,Operator of MTA and Diane Hollenbach, manager of Maidencreek Township.

Mr. Shinn called the October 10, 2012 meeting of the Maidencreek Township Authority to order at 6:00PM at the Maidencreek Township municipal building.

PUBLIC COMMENT PERIOD

NONE

PLAN REVIEW STATUS

Village at Summit Crest – Mr. Hobaugh reported that As-builts are needed, as well as easement rights. MTA should hold security even if MTA takes dedication.

DEVELOPMENT CLOSE OUT STATUS

Melrose Place – Mr. Hobaugh advised the meeting went well with the Cipa's and he believes they will sign over the easement.

APPROVAL OF MINUTES

A motion was made by Kim Rossetti, seconded by Earl Rothermel to approve the September 12, 2012 regular minutes of the Maidencreek Township Authority meeting. Hearing no public comment, all members present voted, "Aye." Motion carried.

NEW BUSINESS

1. **Shut-off List –**

   A motion was made by Earl Rothermel, seconded by Pat Hecker to approve the October 2012 Shut-Off List. All members present voted "Aye." Motion carried.

2. **Pension Plan –** Mr. Donovan advised the Board that MTA cannot do what he previously wanted.

   A motion was made by Kim Rossetti, seconded by Gary Saggio to split allocation 50/50 and to also proportion members based on credit of service. All members present voted "Aye." Motion carried.

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UNFINISHED BUSINESS

Excess Use Letter – Tabled till next month.

Home Occupation – Tabled till next month.

Greta Seyler – Mr. Hobaugh reported that the Seyler's will be foreclosed on.

Esbenshades – Nothing to report.

LEAK REDUCTION

NONE

SOLICITOR'S REPORT

Mr. Hobaugh submitted a written report.

ENGINEER'S REPORT

Mr. Unger submitted a written report.

AUTHORITY REPORT

Mr. Donovan submitted a written report.

PAYMENT OF BILLS

A motion was made by Earl Rothermel, seconded by Pat Hecker to approve all bills at one time. All members present voted "Aye." Motion carried.

A motion was made by Earl Rothermel, seconded by Kim Rossetti to approve inter-account transfers, the payment of the September after meeting checks and the October 10, 2012 Bill List in the amount of $104,361.80, the additional October 2012 Bill List submitted at the October meeting in the amount of $9,160.90, to approve the payment of the following from the Review Fee Accounts or billed directly to the Developer: the engineer's reimbursable expenses of $1,495.59, the solicitor's reimbursable expenses of $646.20. All members present voted "Aye." Motion carried.

EXECUTIVE SESSION

An executive session was called to order at 6:47 PM to discuss personnel.

RECONVENING OF RUGULAR MEETING

The meeting reconvened at 7:55 PM.

2013 RATE ADJUSTMENTS & STAFFING CHANGES

A motion was made by Earl Rothermel, seconded by Kim Rossetti to create a position of Plant Coordinator. The Plant Coordinator will take direction from the General Manager and will implement directives of the General Manager to the Operations Staff. The Plant Coordinator shall not provide any directives to the staff without the consent of the General Manager. This newly created position shall be offered to Cody Rhoads at a rate of $20.50 per hour with a 90 day probation period. The General Manager shall prepare a job description for this position. All members present voted "Aye." Motion carried.

A motion was made by Earl Rothermel, seconded by Pat Hecker to create a position of Recording Secretary. The rate of this position shall be a fixed monthly rate of $135.00 provided the Recording Secretary provides a complete set of minutes to the Board for approval at the next monthly meeting. And to appoint Kim Rosetti to the Recording Secretary position. Mr. Shin, Mr. Rothermel, Mr. Saggio and Mrs. Hecker voted "Aye." Mrs. Rosetti recused herself from taking action on this motion.

A motion was made by Earl Rothermel, seconded by Pat Hecker to authorize a rate increase to personnel, except the Recording Secretary position, as recommended by the General Manager and effective October 1, 2012. JoAnn Schaeffer and Tammy Deysher shall receive a raise of $.70 per hour. No increases for the remaining staff and General Manager. The Manager shall revise the Board worksheet to incorporate the actions of the Board. All members present voted "Aye." Motion carried.

A motion was made by Kim Rosetti, seconded by Gary Saggio to authorize the Manager to advertise for an Operator/Operator Trainee. All members present voted "Aye." Motion carried.

ADJOURNMENT

A motion was made by Earl Rothermel, seconded by Kim Rossetti, to adjourn the meeting at 8:10 PM. All members present voted "Aye." Motion carried.

Minutes are subject to change prior to the approval of the Maidencreek Township Authority.

Tammy L. Deysher, Recording Secretary – October 10, 2012

CC: Authority Board
Patrick Donovan
Board of Supervisors
Planning Commission

SDE Inc.	Eugene Orlando
Stevens & Lee	Maidencreek Township
Kosmerl & Co	Ontelaunee Township
JoAnn Schaeffer	Plant Operators