



**DALLAS AREA
MUNICIPAL AUTHORITY**
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**MINUTES
DALLAS AREA MUNICIPAL AUTHORITY
November 12, 2020**

The Regular Board meeting of the Dallas Area Municipal Authority was held at 7:00 P.M. on November 12, 2020 at the DAMA Administration Building.

Board Members present: John Oliver, Tim Carroll, Ryan Doughton, Brent Snowdon, Jeff Barrett, and James Reino.

Other Officials Present: Tom Keiper, Attorney Jeff Malek, DAMA Assistant Solicitor, and Brent Berger of Quad Three Group.

On a motion by Mr. Snowdon, seconded by Mr. Barrett, and approved with all in favor of the August 13, 2020 Regular Meeting Minutes were approved as submitted.

Treasurer's Report

Mr. Snowdon submitted the wastewater division invoices totaling \$697,512.15 for approval. Following a brief discussion about the wastewater division check registers, a motion was made by Mr. Snowdon, seconded by Mr. Doughton, and passed on a unanimous roll call vote to pay the wastewater division invoices.

Mr. Snowdon submitted the solid waste division invoices totaling \$69,185.40 for approval. A motion was made by Mr. Snowdon, seconded by Mr. Reino, and passed on a unanimous roll call vote to pay the solid waste division invoices.

Mr. Snowdon submitted the stormwater division invoices totaling \$81,543.64 for approval. A motion was made by Mr. Snowdon, seconded by Mr. Doughton, and passed on a unanimous roll call vote to pay the stormwater division invoices.

Mr. Snowdon discussed the split expense sheet, bank account balance and the profit/loss budget versus actual statements.

DAMA Committee Report

Mr. Keiper reported we moved Part time loader, Sean Longfoot to full time loader to replace a former employee.

Mr. Keiper reported Robert Shotwell was a no show, no call all week and letter notifying him it is considered he voluntarily left employment will be mailed Monday, November 16, 2020.

Mr. Keiper reported Noah Poorman was a no show, no call all week and letter notifying him it is considered he voluntarily left employment will be mailed Monday, November 16, 2020.

Mr. Keiper stated we are looking to hire Tim Elston Jr. to work on the GIS system over the winter. A motion was made by Mr. Carroll, seconded by Mr. Doughton, and passed on a unanimous roll call vote to hire Tim Elston.

Executive Director's Report

Mr. Keiper reported the bond being considered is for approximately \$20 Million, approximately \$10 million for wastewater and \$5 million each for the other divisions. It also includes all outstanding debt.

Mr. Keiper presented the proposed budgets. Wastewater rates will stay the same for 2021 but will likely increase in 2022. Solid waste rates will increase by \$2.00 per month, mostly due to the cost of recycling. Storm water looks like our other budgets without the capital projects showing. All budgets assume a 6% wage increase as was decided on last year.

On the recycling issue, Mr. Keiper reported the new owner of our recycling material contacted us and negotiations are ongoing. The possibility of switching from single stream to dual stream with another vendor could provide some savings but that can't be immediate as different equipment will be needed.

For a COVID update, there are two employees on quarantine, one in wastewater and one in solid waste. The front office staff is back to one person on site and the other two working from home. Although suspended during the pandemic, collection calls and filing of liens has been resumed to increase the cash flow.

Engineer's Report

Mr. Berger presented a draft version of Sewage Facilities Plan, Act 537, noting that some changes were still being made. The plan should be to the municipal planning commissions and out for public comment in December. It will be presented to the municipalities for adoption in January 2021.

Assistant Solicitor's Report

Attorney Malek reported DAMA and Jackson Township worked out their issues and Jackson Township will pass a motion and formal resolution for the sale and transfer their sewer system to DAMA.

Attorney Malek reported he had the resolutions for the SEO amendment for all municipalities.

Attorney Malek reported on November 2, 2020, we entered judgment formally against Bayard, LLC and two residential properties that will be going to the next Sheriff Sale to collect the debts owed to DAMA.

Old Business

Mr. Keiper presented a schedule of possible tapping fees for the board to consider for adoption at December's meeting.

New Business

Mr. Keiper asked for permission to purchase the Mazer property on State Route 118 for \$75,000 for the Solid Waste Division to operate from during construction on the current site. It will be used for storage by all divisions after the Solid Waste construction is complete. Mr. Barrett made a motion to purchase the Mazer property. The motion was seconded by Mr. Carroll and passed on a unanimous roll call vote.

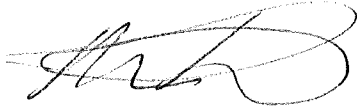
Mr. Keiper presented a proposal from the Larsen Design Group of Williamsport to survey the Mazer Property for \$5,500.00. Mr. Barrett made a motion to approve the proposal for surveying the property. The motion was seconded by Mr. Doughton and approved on a unanimous roll call vote.

Mr. Keiper presented proposals from Arro Consulting to design eight BMPs and evaluate one BMP for practicability. The total cost of the proposals is \$214,200 but a 10% discount was offered if all proposals are accepted. Mr. Reino made a motion to accept all the proposals. The motion was seconded by Mr. Barrett and passed on a unanimous rollcall vote.

Page Four of Four
Minutes – November 12, 2020
Dallas Area Municipal Authority

With no other business to come before the board the meeting was adjourned at 7:50 P.M.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'RD', written in a cursive style.

Ryan Doughton, Secretary
Dallas Area Municipal Authority