

**HOWE TOWNSHIP MUNICIPAL AUTHORITY (HTMA)
300 NORTH FOURTH STREET
NEWPORT, PA 17074
REGULAR MEETING MINUTES
August 19, 2019**

Members present: Burd, Campbell,, Reisinger, and Sheaffer

Members absent: Kessler

Public: Christine Campbell

Professionals: Mike Postick, HRG

The meeting was called to order at 5:30 PM by Chairman Campbell, followed by the pledge of allegiance.

1. **Public Comments:** Christine Campbell inquired when the project will start.
2. Campbell responded that the preconstruction meeting is being planned for 9.3.2019. Part of that will be the contractors schedule.
3. Reisinger moved, Sheaffer seconded, motion carried unanimously to approve July 15, 2019 minutes.
4. Reisinger moved, Burd seconded, motion carried unanimously to approve the August Treasurer Report for the regular account, and table approval of the PENNVEST/PennWorks account until interest and payment deduction is confirmed.
5. Burd moved, Reisinger seconded, motion carried unanimously to transfer \$2,000 from the regular checking account to the PENNVEST/PennWorks account
6. Burd moved, Sheaffer seconded, motion carried unanimously to approve Campbell to e-sign all funding requests that involve project costs that have been approved by the Authority Board.
7. Burd moved, Sheaffer seconded, motion carried unanimously to approve Campbell to sign for the first PennWorks requisition not to exceed \$36,000.
8. HRG & HTMA to schedule a conference call to go over and ascertain any more allowable reimbursable costs incurred by HTMA to date.
9. Postick reported that the reimbursement agreement signed, no notification of funds being transferred yet.
10. Postick reported that the tentative preconstruction is being scheduled for 9.3.2019 at the Pinnacle community room. This will include a discussion over contactor schedules and where the work will be done first. Should have a better idea by the time of the meeting.
11. The agreements for the Juniata Parkway Pump Station have been finalized.
12. Campbell reported that OTMA seems to be agreeable to do the billing and collecting funds for HTMA. They will be discussing at their next meeting.
13. Campbell reported that Cupp Insurance declined to offer HTMA a quote unless they "Howe Township" would switch to them for full coverage.
14. Moore Insurance confirmed that HTMA is covered under the Howe Township liability and errors & omissions insurance.
15. Postick reported that HRG would be able to resubmit for CFA grant for W. Shortcut Road extension when the grant period opens and will submit a cost proposal.
16. Reisinger moved, Sheaffer seconded, motion carried unanimously to adjourn at 6:10pm.
17. Next meeting: September 16, 2019.

Respectfully submitted,

Charles Burd, Secretary, HTMA