**MUNICIPAL AUTHORITY**

**Municipal Building, 27 W Market Street, Palmyra, PA**  **April 7, 2022**

 Call to Order- 6pm

 Meeting was called to order by Dale Kreider.

The following members were present:

Dale Kreider, Chairman Donald Plourde, Vice Chairman

Steven Oliver, Assistant Secretary Mark Panassow, Treasurer

 John Vanderhoef, Member

The following staff were present:

H. David Miller, Engineer Tom Long, Solicitor

Sam Blauch, Wastewater Superintendent Nannette Hostetter, Administrative Assistant

**Public Input** – The meeting was recorded by Glenda Hollinger for her own personal use.

**Minutes-**

1. Approval of the March 3, 2022, Municipal Authority Meeting Minutes. Member Steve Oliver made a motion to approve. Seconded by John Vanderhoef. Motion carried.

**Treasurers’ Report**

1. Financial Statement – Fund 9A & 9B Revenue & Expenditure Statement Month Ending 3/31/2022.

 Account Balances $1,450,873.91

Requisitions –Member Donald Plourde moved to approve Requisition #04-2022 in the amount of $7,237.22. Seconded by Steve Oliver. Motion carried.

**Correspondence/Reports**

1. Board of Supervisor’s minutes from March 8, 2022.
2. Board Of Supervisor’s Workshop minutes March 23, 2022.
3. Planning Commission meeting minutes March 15, 2022.

**Engineer’s Report**

1. H. David Miller gave an update on the grant application for the Vactor. It has been submitted and notification is expected to be in November.

**Solicitor’s Report**

**New Business**

1. There was a discussion on late fees and shut off notices. Sam Blauch presented a few bills and print outs and discussed a meeting that he had last week with John Eberly concerning this matter. Glenda Hollinger also spoke and answered questions that the Municipal Authority board members had asked her. Glenda stated that when the bills arrive in the mail that there is only 15 days to pay them, not 30 days. Once she had the checks ready to pay the bills, she would then call Faith Bucks for a signature. The bills would then be mailed out. Glenda also stated that she would do an in between bills runs as well. John Vanderhoef suggested that we check into auto pay and questioned if our late bills crossed payment through the mail. John also questioned Glenda on the different bank accounts and transactions. Glenda answered all questions.

**Old Business**

1. The Municipal Authority are considering advertising on employment sites for the replacement of Karla Goodner.

 **Good and Welfare**

 **EXECUTIVE SESSION 6:30-7:02PM**

 **Adjournment**

There being no further business, member Mark Panassow moved to adjourn the meeting at 7:05pm. It was Seconded by John Vanderhoef. All were in favor.

Secretary