

Slippery Rock Municipal Authority held its regular monthly meeting on Wednesday, July 12, 2023, at the Slippery Rock Municipal Authority Office, 116 Crestview Road, Slippery Rock, PA.

Present at Authority Office were Ron Greenwald, Larry Pifer, Samantha Kelly, Paul Dickey, Josh Miller, Phyllis Smeltzer, Garrett Overly, and Wayne "Buck" Barry.

Vice Chairman, Greenwald, called the meeting to order at 6:00 p.m.

Dickey moved to accept Chairman Barry Harlow's resignation from the board, effective, July 12, 2023. Pifer seconded and the motion passed unanimously.

Pifer moved to add the approval of minutes from June 21, 2023, and July 5, 2023 to the agenda; Dickey seconded and the motion carried.

Pifer moved to approve the minutes for meetings; June 14, June 21 and July 5, 2023; Dickey seconded and the motion carried.

Kelly moved to approve the payment of bills for June 2023:

Bank	Account	Description	Amount
NexTier Bank	GO (0582)	Checks	\$39,241.84
NexTier Bank	GO (0582)	Transfers	\$573,675.46
NexTier Bank	GO (0582)/MM(0407)	ACH/EFT	\$64,950.26
NexTier Bank	GO (0582)	Credit Card Debits	\$18,758.17
Total Payments & Transfers			\$696,625.73

Pifer seconded and the motion passed unanimously.

Vice Chairman Greenwald recognized Overly and Barry.

Smeltzer, Executive Secretary, reported:

- June balance of General Fund deposit accounts, \$4,367,945.67.

Miller, General Manager reported:

Communications/Security

Ridgeview Security to begin Phase I of camera installation.

Quotes for time clocks.

Memo to employees regarding vehicle cameras.

Water Treatment Plant

Vertical turbine pumps; cartridge seal replacement, week of July 24, 2023.

Wastewater Treatment Plant

SCADA System; PLC upgrade companies.

Distribution/Collection

Water line relocation, 203 Jefferson Court; excavating is next step.

Vac Truck; funding.

July 2, rain event;

- 330 West Cooper Street
- 324 West Cooper Street
- 140 South Main Street

Dickey move to adopt Resolution 2023-14, Approving an Easement Agreement between Jeremy and Heather Peterson. Pifer seconded and the motion carried.

Vice Chairman Greenwald requested an executive session for personnel matter(s); entering at 6:57 p.m.; present were Ron Greenwald, Larry Pifer, Samantha Kelly, Paul Dickey, and Josh Miller. Board exited closed meeting at 8:37 p.m.

Kelly moved to add a motion for board directive to agenda, Pifer seconded and the motion carried.

Kelly moved for Business Manager to:

- Have a written process for calculating and processing payroll (standard operating procedure – SOP); and
- Meet with General Manager between 07/13/23 and 07/18/23 to review the process including the completion of payroll. (To include General Manager observing and participating in all steps of payroll process.); and
- Provide Billing Clerk's time sheets for last three pay cycles through 07/12/23 by 9am on 07/13/23; and
- Provide ALL employee time sheets to General Manager from 01/01/2023- through present by 07/19/2023; and
- Provide ALL Authority personnel files to General Manager 07/13/23 by 9:00 am.

And for General Manager to:

- Meet with Business Manager and Billing Clerk first thing in the morning (approx. 8 am) 07/13/23 to review the following:
 - Current time sheet (covering the last two weeks through the present); and
 - Section 13 B of the Agreement between SRMA and MESRCBU regarding time of work and schedule changes; and
 - Discuss needs related to alternative schedule to meet the needs of the business while maintaining compliance with the Agreement and current processes for submitting leave, calling off, and leave increment approval; and
 - Draft Memo of Understanding (MOU) based on Billing Clerk's needs related to alternative schedule – MOU draft to be provided to at Board Meeting on or before 07/19/2023.

Pifer seconded and the motion carried.

With no further business, at 8:41 p.m., Greenwald moved to adjourn, Kelly seconded and the motion passed unanimously.

Minutes submitted by Phyllis Smeltzer, Business Manager