

MOUNTVILLE BOROUGH AUTHORITY MEETING MINUTES

January 9, 2015

Members Present: Ed Schopf, Derle Williams, Doug Pryer, Jim Paules, Beth Hess, Wendy Weitzel

Guests: John Hess, Elaine Savukas (Mountville Historical Society)

Chairman Ed Schopf called the meeting to order at 7:05 PM. The minutes of the December 18, 2014 meeting were approved as read.

Elaine Savukas and Ed Schopf presented \$1.00 for the annual rent for the Mountville Museum to the MACC. Ed and Doug Pryer signed the lease between the museum and the MACC.

Treasurer's Report: D. Williams

See separate treasurer's report distributed at the meeting. A bill from E.M. Herr for \$7.99 is not a MBA bill. Will check if it belongs to Mountville Borough.

Additional Income:

1. Mountville Museum: \$1.00 (annual rental)
2. Room rental \$150.00

Additional Bills:

1. Mountville Borough: \$2,000.00 (loan repayment)
2. John Hess: \$3,206.75 (wages, 10/1-12/31/14)
3. John Hess: \$20.12 (reimbursement for plaque, certificate for Ron Wachob)
4. Fulton Bank: \$17,492.02 (pay off amount for line of credit)

Fulton Bank sent a letter stating we still have a balance for the line of credit. Derle will check.

A motion by D. Williams, second by B. Hess was approved by all to accept the treasurer's report. A motion by D. Williams, second by D. Pryer was approved by all to sign the agreement with Sager and Swisher for the 2014 audit.

Annual ethics forms were distributed for completion to be returned to the borough office.

Grounds and Maintenance: John Hess

1. New financial amounts for bidding process before awarding contracts:
 - a. 0-\$10,500: no minimum number of bids needed.
 - b. \$10,501-\$19,399: three written or phone bids required.
 - c. \$19,400 or greater: advertise for public bids required.
2. Greg Workman has expressed interest in the open seat on the MBA board. Letter will be forwarded to borough council for their approval. Motion by B. Hess, second by D. Pryer to recommend Greg be appointed to the MBA board.
3. Dead bolt lock (boiler room) and five new lock sets keyed to the master (DCA classrooms) are requested to be purchased from National Openings for a cost of \$887.00. A motion by D. Pryer, second J. Paules was approved by all for the purchase for a cost not to exceed \$900.00.
4. Unit ventilator controls still a problem. Dynatech suggested an annual contract. D.

Pryer and J. Hess will investigate.

5. Broken water valve in gym was a recent issue. A Standard Operating Procedure document will be created so J. Hess can train others to handle these types of issues.

D. Pryer: Revised “one time rental rates” form. E. Schopf suggested three rental rates (vs. two) for auditorium rentals. The three rates would be for 50 or under, 51-99, and 100 or more. Rate for middle rental number would be a rate in the middle of the other two rates. D. Pryer will revise to present at the February meeting.

E. Schopf: Need to consider HVAC for museum room (air conditioning in 2015). The storage area for museum pieces needs monitored for temperature and humidity in the basement. J. Hess will investigate.

Meeting adjourned at 8:35 PM. Next meeting is February 12, 2015 at 7 PM.