KELLY TOWNSHIP MUNICIPAL AUTHORITY 08/12/26 MEETING MINUTES

Attendance:
Chairman: Chris Baylor, ***Vice Chairman***: Cody Lytle, ***Secretary:*** Robert Hamm, ***Asst. Secretary/Treasurer:*** Clint Morris, ***Treasurer:*** Lucas Criswell, ***Solicitor***: Robin Martin, ***Engineer***: Josh Satteson HRG, ***Director***: Matthew Aikey, ***Bookkeeper***: Kirsten C Minier.

A Quorum was established.
The meeting was called to order at 4:00pm by Chairman Chris Baylor.

Citizens on Agenda: None

Chairman: Chris Baylor brought forth the request for a motion to approve minutes for both the board meeting on 7.08.26 & the minutes for the special meeting on 7.22.26, the KTMA financial reports and the Kelly Crossroads financial reports for July as recorded. ***Asst. Secretary/Treasurer:*** Clint Morris made the motion with ***Secretary:*** Bob Hamm seconding the motion.

All in favor. Motion carried.

Motion to approve & accept the 2026 KTMA financial audit prepared by Douglas Parker, CPA, made by ***Secretary:*** Bob Hamm & seconded by ***Asst. Secretary/Treasurer:*** Clint Morris.

All in favor. Motion carried.

REPORTS

Solicitor's Report – Rob Martin, Esquire

811 Highland Ave – Pending signature by the Judge on the Writ of Scire Facias.
Sewer bill is now being sent to the new owner.

US Penitentiary – Resolution has been sent to the prison identifying that they will be billed based on KTMA commercial billing @ $10.00 per 1,000 gallons of sewer flow. The Resolution also stated that KTMA will continue to bill them for 97% of Buffalo Creek #2 + 5,000 feet of line using their meter. The first bill will be sent September 1, 2026, which will include the bill for their sewer reads in July & August. Then going forward, they will be billed monthly just as other Commercial properties are billed.

Engineer's Report – Josh Satteson (HRG)

Rt 15 Sanitary Sewer Forcemain Replacement Project
Pennvest Grant Request is ready & pending technical review. Once completed it will then need KTMAs final approval prior to submission.

Harold Pawling Lane
Union County Commissioners awarded KTMA $111,200 of the DCED funds. KTMA had originally requested $175,000(+/-) remaining funds needed to complete the project, Commissioners then requested KTMA include the cost to replace the lateral lines for the elderly & financially in need. Funds needed to complete the entire project increased by $105,000(+/-). Final funds awarded to KTMA did not cover the full amount of funds needed to complete the entire project including the added laterals. ***Engineer:*** Josh Statteson mentioned he will discuss the possibility of KTMA using the funds awarded for the laterals to be put towards the main line portion at a meeting on September 4 with DCED.

Roundabout Project
NO STATUS UPDATES

Executive Director's Report – Matthew Aikey

Kelly Crossroads Agreement -subdivision

Sludge Income Report
KTMA made $20,352 (+/-) this past month.

Capital Improvement Plan
On hold.

Plant Maintenance
Pinch valve fixed on returns
Aeration #3 was taken down-diffusers are bad & they no longer make the parts, so another company is being utilized.

Riverwoods
Quote received to do the survey, subdivision & land development of approximately $13,000 (+/-).
The Board asked for a second price as comparison.

PennVest Grant
2026-04-PennVest Resolution to Apply completed, motion to approve made by ***Treasurer:*** Lucas Criswell & seconded by ***Vice Chairman:*** Cody Lytle

All in favor. Motion carried.

2026-05-PennVest Letter of Responsibility completed, motion to approved made by ***Secretary:*** Robert Hamm & seconded by ***Asst. Secretary/Treasurer:*** Clint Morris

All in favor. Motion carried.

Executive Session: At 4:35pm the Board entered an Executive Session to discuss a legal matter. With an additional item to be voted on by the Board members, executive session ended at 4:47pm & the regular board meeting resumed.

Final Business:
2008 BIG-TEX Dump trailer sale concluded with a final Municibid of $5,287 motion to accept & sell was made by ***Secretary/Treasurer:*** Clint Morris & seconded by ***Secretary:*** Robert Hamm.

All in favor. Motion carried.

Following Final Business, the board meeting was adjourned at 4:51pm.

Respectfully Submitted,

By: Kirsten C. Minier
Kirsten C Minier, Recording Secretary