

**Monroeville Finance Authority**  
**2700 Monroeville Boulevard**  
**Monroeville, PA 15146**  
<http://monroevillefinanceauthority.org/>

**REGULAR MEETING OF THE BOARD**  
Date: Tuesday – October 15, 2019  
Time: 7:00 PM  
Location: Monroeville Municipal Building

**Meeting Minutes**

I. Call to Order

The meeting was called to order at 7:02 PM.

II. Roll Call

The following members were present: Jim Brown (Chairman), Frank Pekarek (Vice-Chairman), RJ Mycka (Treasurer), Dan Marston, and John Prorok (Solicitor). Members absent: Dominic Zappa (Secretary), Tim Little (Municipal Manager), and Councilman Steve Duncan (Ward 6).

III. Agenda Review

No amendments to the agenda were made.

IV. Public Comments on Agenda Items

There were no members of the general public present.

V. Approval of the Minutes of the Previous Meeting

The minutes from the meeting held on July 16, 2019 were approved by a unanimous vote of 4-0. Motion for approval was made by Mr. Pekarek and seconded by Mr. Mycka.

VI. Treasurer's Report

Mr. Mycka stated that the Huntington Bank Account Balance as of September 30, 2019 was \$129,084.46. As of today (October 15), the account balance is \$159,236.96. The increase is due to receiving two ACH payments from UPMC for the Series 2013B and 2014B bonds.

VII. Solicitor's Report

Mr. Prorok reported that UPMC had paid in full the debt incurred with the Series 2015B bond issue. He referenced a letter dated September 3, 2019 from Eckert Seamans Cherin & Mellott, LLC. Eckert Seamans served as bond counsel for UPMC's Series 2019A bond issue. The proceeds from the 2019A bond issue were used to pay off the outstanding debt of the 2015B bond issue. As a result, the MFA would no longer be receiving the annual payment for the Series 2015B bonds in the amount of \$18,117.50. Furthermore, the annual fee for 2019-2020 had already been invoiced and the payment was received on July 9, 2019. Therefore, the payment would need to be refunded.

VIII. Old Business

There were no pending action items.

## IX. New Business

The Board considered the following invoices for payment. Mr. Mycka motioned to approve all of the invoices under a blanket motion. Dr. Marston seconded. The motion passed by a unanimous vote (4-0).

- a. Maiello, Brungo & Maiello invoice #88133 in the amount of \$341.40
- b. Maiello, Brungo & Maiello invoice #88611 in the amount of \$195.00
- c. Mirage Mar Com invoice #27078 in the amount of \$447.00
- d. Mirage Mar Com invoice #27079 in the amount of \$35.00

The Board considered the annual disbursement to the Municipality of Monroeville. The Board discussed the impact of losing the annual payment for the Series 2015B bond issue. The Board agreed this would decrease the amount of available funds for disbursement. Mr. Pekarek motioned to authorize payment to the Municipality in the amount of \$130,000. Dr. Marston seconded. The motion passed by a unanimous vote (4-0).

Mr. Pekarek motioned to authorize a refund payment to UPMC in the amount of \$18,117.50. Dr. Marston seconded. The motion passed by a unanimous vote (4-0). Mr. Prorok stated his office would contact UPMC and arrange for the timely remittance of the refund.

The Board considered the meeting calendar for 2020. The calendar includes regular meeting dates along with alternate dates if needed. Dr. Marston motioned to approve the calendar. Mr. Mycka seconded. The motion passed by a unanimous vote (4-0).

Dr. Marston motioned to direct the solicitor to properly advertise the calendar. Mr. Pekarek seconded. The motion passed by a unanimous vote (4-0). Mr. Prorok stated the calendar would be advertised as required by law at the end of December.

## X. Board Member Reports and Announcements

Mr. Brown reported that he submitted the Act 205 plan declaration to the PA Dept. of the Auditor General's Municipal Pension Reporting Program. The report was submitted online and was approved.

Dr. Marsten acknowledged that his term ends on December 31. He stated that he intends to submit a letter to Council requesting re-appointment to a full term.

Mr. Brown stated the next meeting of the Board will be Tuesday, January 21, 2020 (Alternate Date: Tue. January 28, 2020).

## XI. Adjournment

Motion by Mr. Mycka to adjourn the meeting, second by Mr. Pekarek. The motion passed by a unanimous vote (4-0). The meeting ended at 7:35 PM.