

**Port Allegany Municipal Authority**  
**Regular Meeting**  
**August 14, 2023**

*(Use of recording devices is allowed – please inform Authority President at onset of meeting.  
Also a matter of courtesy, cell phones should be turned off or set on silent mode.)*

**AGENDA**

Present at the meeting: Bill Burleson, Joe Lashway, Andrew Johnson, Jon Stehle, Chris Ruding  
Borough Staff: Jeremy Morey, Heather Szuba  
Public: Chris Ernst

**Call to Order:** Bill Burleson called the meeting to order at 8:29 am

**Approval of Minutes:** Joe Lashway made a motion to approve the minutes from the May 8, 2023 meeting, Chris Ruding seconded the motion. Heather Szuba had a question about passing the new tap in fees that were adopted at the last meeting and when they would become effective. It was decided that they would become effective in 2024 with the new rate sheet. All voted in favor of the motion and the motion passed.

**Manager's Report:** provided by Jeremy Morey. A conversation was held on the Johnston Property on Pearl St. and if we would be interested in purchasing it. The asking price is \$100,000. A decision was made to wait to hear from Zito Media to see what they have planned for their property and then make a decision at the November meeting. A counter offer may come at that time.

**Treasurer's Report:** provided by Heather Szuba. No questions.

- **Approval of Expense Reimbursements to Borough:** Andrew Johnson made a motion to approve, Jon Stehle seconded the motion. Joe Lashway asked Heather to put a year-to-year expense comparison to on the report as well. All voted in favor of the motion and the motion passed.

**Engineer's Report:** Chris Ernst gave his report and informed the Authority that they have been reaching out to Sea Quest to see when the lab results would be available. Unfortunately, due to a back-up in the lab, we shouldn't expect anything until the end of the year. E&M would like to investigate other options for treatment besides Sea Quest and reduce the caustic usage. Chris will inform Sea Quest that we have a meeting in November and we need answers by then or we will be looking for another options.

**Old Business:**

- **Update on Rules and Regulations:** The draft rules and regulation that were prepared by Andrea Stapleford were presented to the board for review and consideration. The question of landlord/tenant accounts was brought up as a possible change to the regulations and how we need to handle those accounts moving forward. Heather Szuba suggested sending a letter to all rental properties that all accounts must be in the landlord's name beginning January 1, 2024. Andrew Johnson made a motion to send the letters stating that it is the Authority's intention to make this change in the new year for residential accounts only, Chris Ruding seconded the motion. All voted in favor of the motion and the motion passed.

Bill Burleson brought up the change of language with Vacant Rate and how we should address those accounts. Bill suggested eliminating vacant rate and if customers didn't want their water shut off, then they would need a meter. Jon Stehle motioned to eliminate vacant rate as of January 1, 2024, Joe Lashway seconded the motion. All voted in favor of the motion and the motion passed.

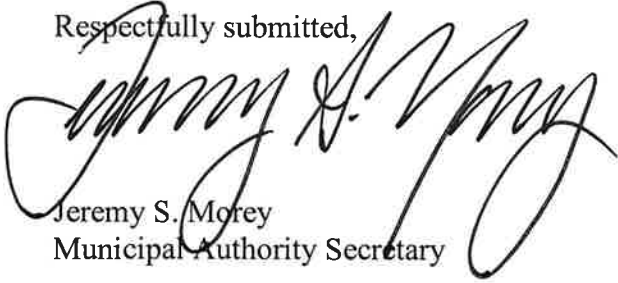
**Public Comments:** None

**Immediate Action:**

- **Bid advertisement for the West Water Tank waxing and painting:** Tabled until the November meeting to ensure we know what product to bid for the interior of the tank.

**Adjournment:** Andrew Johnson made a motion to adjourn, Chris Ruding seconded the motion. All voted in favor of the motion and the meeting was adjourned at 9:27 am

Respectfully submitted,



Jeremy S. Morey  
Municipal Authority Secretary

*Notice to visitors: copies of information are available from the Authority Secretary upon request*