JOHNSONBURG MUNICIPAL AUTHORITY
REGULAR MEETING AGENDA
Tuesday, November 10, 2026
4:00 PM

- CALL TO ORDER
- PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE
- ROLL CALL
- APPROVAL OF AGENDA
- VISITORS COMMENTS on agenda items (2-minute limit)
- EXECUTIVE SESSION (if needed): Discussion is limited to Personnel, Litigation, Property, etc.
- APPROVAL OF MINUTES FROM THE October 14, 2026 REGULAR MEETING
- Manager's Report
- Water Operator's Report
- Sewer Operator's Report
- Engineer's Report
- Solicitor's Report
- Committee Reports:
    a. Administrative
    b. Operations
    c. Finance
    d. Fire Department
    e. Hiring
    f. Johnsonburg Borough
    g. Grants
- APPROVAL OF TREASURER'S REPORT
- APPROVAL OF BILLS FOR PAYMENT
- OLD BUSINESS
    - Modify Retiree Health Insurance policy
- NEW BUSINESS
    - Approve Waterline Extension Pay Request
    - Holiday gift cards from Elk County Foods for employees
    - Preliminary 2027 Budget
- BOARD DISCUSSION
- COMMENTS FROM VISITORS
- EXECUTIVE SESSION (If needed)
- ADJOURN

JOHNSONBURG MUNICIPAL AUTHORITY
Regular Meeting Minutes
Wednesday, October 14, 2026

The meeting was called to order at 4:00 p.m. by Chairman Jack Fowler, followed by The Pledge of Allegiance and a moment of silence.

PRESENT – Jack Fowler, TJ Weaver via ZOOM, Earl Park, Duane Duffy, Paul Villella, Eric Poague, Tony King
Also present: Brian Buesink, Bryon Gregori, Angel Perez, Zach Florio, Solicitor Brown and Travis Long of JHA via ZOOM

VISITORS – Doug Martonik (Ridgway Record), Deanna Gardner

APPROVAL OF AGENDA - A motion was made by Earl Park and seconded by Eric Poague to approve the agenda (carried).

COMMENTS FROM VISITORS – Deanna Gardner had questions and concerns about the curb and water at her residence at 124 Grove St.

EXECUTIVE SESSION – None

APPROVAL OF MINUTES FROM PREVIOUS MEETINGS – A motion was made by Earl Park and seconded by Duane Duffy to approve the minutes from the September 9, 2026 Regular Meeting (carried).

MANAGER'S REPORT – Copy attached

WATER REPORT – Copy attached

SEWER REPORT – Copy attached

Tony King commented, for the record, that he wanted to acknowledge and compliment Bryon & Corey as Supervisors and the staff below them for their accomplishments. Eric Poague said he feels this is the smoothest he has seen the Authority run and that we have the best staff he has seen.

ENGINEER'S REPORT – Copy attached

SOLICITOR'S REPORT – None

COMMITTEE REPORTS –

A. Administrative – none
B. Operations – none
C. Finance – none
D. Fire Department – none
E. Hiring – none
F. Johnsonburg Borough – none
G. Grants – none

TREASURER'S REPORT – A motion was made by Eric Poague and seconded by Earl Park to approve the Treasurer's report as presented (carried).

BILLS FOR PAYMENT – A motion was made by Earl Park and seconded by Paul Villella to approve the bills for payment in the amount of $ 104,855.11 (carried).

Bank Balances as of: September 30, 2026

Northwest

Payroll - $ 76,039.26
Water Pennvest - $ 510.67
Sewer Pennvest - $ 37,880.36
Operating Checking - $ 183,893.59
Sewer Savings - $ 52,622.41
Water Savings - $ 87,013.16

CNB

Savings Acct. - $ 15,207.83
Water Project Checking (COA) - $ 40,829.93
Sewer Checking - $ 7,469.17
Waterline Extension - $ 14.20

PLGIT

General Fund - $ 847,914.89
Sewer General Fund - $ 252,357.65
Water General Fund - $ 259,111.87

Debt Payments

CNB Draw Loan (WWTP Upgrade) - $ 3,459.20 and $ 1,500.00 (JTMA payment)
Pennvest (Sewer)- $ 8,580.54
Pennvest (Sewer)- $ 11,718.30

OLD BUSINESS

- A motion was made by Tony King and seconded by Earl Park to approve Waterline Extension Pay Request #14 (carried).
- A motion was made by Earl Park and seconded by Duane Duffy to rescind the policy passed last month to extend JMA health insurance to retirees at no cost to JMA, until we receive more information from Tammy at MBS. When additional information is received Solicitor Brown will write a new policy (carried).
- A motion was made by Eric Poague and seconded by Earl Park to approve the firearms policy as presented. Roll call vote – Jack Fowler- no, TJ Weaver – no, Earl Park – no, Duane Duffy – no, Paul Villella – no, Eric Poague – no, Tony King – no (rejected).

NEW BUSINESS –

- A motion was made by Eric Poague and seconded by Duane Duffy to approve the Health Insurance Open Enrolment with no changes for 2027 (carried).

BOARD DISCUSSION – There was discussion on preventing frozen services this winter. Jack will bring the device to be used to prevent freezing to the office

COMMENTS FROM VISITORS – None

EXECUTIVE SESSION – A motion was made by Eric Poague and seconded by Tony King to enter into Executive Session at 5:32 (carried). A motion was made by Tony King and seconded by Earl Park to exit Executive Session and enter into the regular meeting at 6:13 (carried). Personnel was discussed with no active taken.

ADJOURNMENT OF MEETING - A motion was made by Eric Poague and seconded by Earl Park to adjourn the meeting at 6:23 p.m. (carried).

Jack Fowler, Chairperson
TLB

OCTOBER/NOVEMBER 2026

MANAGER'S REPORT

1. 2 shock loads received at the WWTP, both instances were sampled for identification.
2. DEP sanitarian stopped at the WWTP.
3. TG Pipe Services cleaned and televised sanitary sewer on alley behind Senior Center.
4. TG Pipe Services cleaned and televised sanitary sewer on Glen Avenue.
5. TG Pipe Services cleaned and televised sanitary sewer on Ridgway Avenue.
6. Capped a sewer lateral on Glen Avenue and Short Street.
7. Televised sewer crossing on Powers Avenue at the end of East Avenue.
8. Received parts for sludge press at the WWTP.
9. Installed new effluent valve at the WWTP.
10. Capped a sewer lateral on Bergen Street.
11. Pre-construction meeting held for Center Street waterline replacement project.
12. Received materials for Powers Avenue waterline extension for a new blow-off.
13. Ordered and received a new unit heater for the shop on Powers Avenue.
14. New gas line installed at the Powers Avenue shop.
15. Water meter installed on new waterline to the elementary school.
16. Repaired water service on First Avenue.
17. Repaired water service on Bergen Street.
18. Repaired water service on Cobb Street
19. Repaired water leak on Silver Creek Road.
20. Received RTK request, this is under review by Rick and Travis.
21. New truck was undercoated.
22. Dump truck inspected.
23. New gas line project nearing completion along Center Street and Samsel Avenue.
24. Center Street Waterline Project to start soon.
25. Community Center Sewer Project to start soon.
26. Heath care open enrollment ongoing for JMA employees.
27. Submitted system sample paperwork to the DEP.
28. Hach serviced chlorine analyzers at WTP.
29. One employee signed up for DEP certification testing.
30. Corresponded with Rick.
31. Corresponded with Travis.
32. Attended Borough Meeting.
33. 2 street opening permits completed for the Borough.
34. Corresponded with C & R on the Center Street waterline project.

Water Report

For October 2026

Water Treatment Plant

1. Completed MCIP on filters 1 and 2 weekly
2. Full CIP's done on both filter racks
3. Monthly samples submitted to lab
4. Monthly reporting submitted to JHA
5. Monitored plant operations
6. Chemicals ordered and added as needed
7. Zach and Bryon helped with Distribution projects
8. Jim from Hach in to do quarterly calibrations on all chlorine analyzers
9. Back up computer setup and ready
10. Submitted monitoring samples to Pace
11. Zach and Bryon helped with sewer projects

Upcoming projects

Ongoing daily operations

Install insulating mats in the sed basins

October Sewer Report 2026

10-5-26-Corey & Angel marked sewer manholes and lines behind D & D store for National Fuel Gas.

10-8-26-Corey, Bryon, Angel, Jimmy & Zach dug up and replaced a 90 degree fitting and installed a new valve to close west clarifier scum drain.

10-12-26-Corey & Dalton camera'd in front of 215 Powers Avenue, at 13 ft there was a major reducer then several cracks under road letting water in. Several problems with customers backing up due to reducer, should replace line due to reducer. "Not Legal"

10-13-26-Corey & Elco Electric finished upgrade @ Johnson Run.

10-16-26-Corey went with C&R for walk though on water project in Domtar alley.

10-20-26-CAT came in to do yearly maintenance on generators.

10-21-26-Corey & Dalton helped @ water plant with piping.

10-22-26-Noticed raw Ph high? All week

10-23-26-Dalton noticed a strange gas in raw building, Dalton & Zach tracked black dumping to alley behind papermill. Dalton called Corey to notify. Ph raw jumped 10.36/normal is 6.8-7.1. Corey contacted DEP, did testing, waiting on comparison. Contacted paper mill denied anything 25 minutes later all clear. The aeration fine band, vortex mixer and clarifier were all black, out of normal- brown! All filters had black flakes in them and our CL-17 analyzer was clogged.

10-26-26-Raw flow still not normal color.

10-27-26-Did weekly composite sampling and had elevated numbers but did not exceed limits.

10-28-26- Dalton showed Jimmy how to do mix liquor testing @ STP. Dalton helped Zach pipe in filter water pipe. Corey, Bryon, Angel helped put furnace in @ shop!

10-30-26-Dalton went to check on Jimmy @ water plant and make sure he didn't have any questions. Hach in to do quarterly maintenance.

JHA SURVEYING ENGINEERING ENVIRONMENTAL ARCHITECTURE

JOHNSONBURG MUNICIPAL AUTHORITY (2018-479)
ENGINEERS REPORT
November 10, 2026

CAPITAL IMPROVEMENT PROJECTS:

1. **SR-219 EXTENSION (WATER DISTRIBUTION SYSTEM EXTENSIONS AND REPLACEMENTS):**

- Funding: PennVEST awarded with $5,586,470 (non-repayable loan)
  - Settlement **Completed**
  - **PennVEST asked for additional information to transfer the money to construction
    - This was sent to Brendan at PennVEST
      - As of 11/6, the money has not been transferred and A.J. has a called Brendan.
    - The Change Orders for the flow meter and manhole bottoms were approved by DEP. Just waiting on PennVEST for the money transfer be completed.
  - Pay application 11 (final) was received by C&R for $43,380.06.
  - Payment Request #15 will incorporate pay application 11 and engineering invoices, since we are waiting to submit #15 until PennVEST moves the money. **The additional Pay Request #15 amount will be $43,380.06 for C&R and $1,500.00 for JHA. Pay Application 11 and the Additions to Pay Request #15 will need to be approved and signed this month.**

- **Schedules:**
  - Final Completion: 11/04/2026.
  - PennVEST close-out -**Status Pending**
  - **Punchlist, Restoration Items and Minor Change Order Items remain prior to final PennVEST closeout and DEP inspection.**
    - JHA completed the punch list walk through on June 11, 2026 with JMA Staff.
    - JHA and C&R met October 16 to review several items:
      - The storm drain on Launer Road, C&R will take care of this issue
      - Additional soil for a riser pipe, C&R will address and add additional soil
      - Complaints on Grove Street. Grove Street appears to be a borough issue with the stormwater system and at this time no additional action is required by JMA, JHA or C&R.

- **Pending Change Orders:**
  - Change Order #13 – Concrete Bottoms in Air Release Manholes are approved by DEP and just waiting final review and money transfer from PennVEST.
  - Change Order #14 – Ultrasonic Flow Meter Installation and appurtenances is approved by DEP and just waiting final review and money transfer from PennVEST.

2. **GRANT PROJECTS**

- **Groundwater well development:**
  - Hydrogeologists continue working on fracture trace analysis and will provide recommendations on well location, prepare pre-drill plan, and sanitary survey.
  - JHA, JMA and solicitor Brown will then work together to coordinate with Land Vest for site access permissions, easement, etc.
- **Center Street Transite Replacement**
  - Preconstruction meeting to be held at 11:00 am on 10/16.
  - Work should start within a couple of weeks after, official start date pending.
  - C&R Directional Drilling is the low bidder. All parties have discussed installation method and agreed directional drill is acceptable.
- **Community Center Sewer Line**
  - Manhole was delivered last week to site.
  - Bucktail Excavating indicated that they are wrapping up a couple projects and will be on site the week of November 9, 2026. Project Construction timeline should be one (1) week.

WATER DEPARTMENT

- **Sedimentation Basins:** **(STATUS PENDING)**
  - The sedimentation basin insulating covers have been Delivered.
    - Bryon and JHA team have reviewed and obtained installation instructions.
    - Installation remains - **STATUS PENDING**

- **General Operations: (Ongoing)**
  - JHA remains in correspondence with staff and manager on operational issues, monitoring compliance and system optimization.

WASTEWATER DEPARTMENT:

- JHA continues routine correspondence with JMA, and its operation staff.
- JHA continues to provide NPDES reporting oversight and guidance. Monthly reporting was completed, with **No** violation occurring for September 2026.
  - Average flow 0.558 MGD, max flow 1.914 MGD (evident I&I after the few months of dry and max flows at or below 1.0 MGD)
- GP-5 permit for the aerial crossing at the Vennor Island bridge for the insulation and heat tracing work Domtar
  - **(Permit Approved, Installation Status on hold as Domtar has elected to pump per discussions at June 2026 meeting)**
- JHA was in communications with Corey regarding the release of unauthorized flows into the collection system, documentation and corrective action.
  - High praise to Corey for how he documented and has handled this incident.

GRANTS AND FUNDING ASSISTANCE:

- JHA continues to monitor all grant funding sources and opportunities, in concert with those identified by JMA for review and considerations as applicable.

MISCELLANEOUS:

- Nothing further at this time.

RESPECTFULLY SUBMITTED,



Travis J. Long, CEP, LO
Vice-President & Director of Environmental Services

JOHNSONBURG MUNICIPAL AUTHORITY
601 Market St.
Johnsonburg, PA 15845
814-965-4218

Bank Balances as of: October 31, 2026

Northwest
Payroll - $ 57,136.38
Water Pennvest - $ 510.67
Sewer Pennvest - $ 17,582.27
Operating Checking - $ 201,932.28
Sewer Savings - $ 52,624.64
Water Savings - $ 86,966.85

CNB
Savings Acct. - $ 15,226.58
Water Project Checking (COA) - $ 40,829.93
Sewer Checking - $ 4,009.97
Waterline Extension - $ 14.20

PLGIT
General Fund - $ 850,773.53
Sewer General Fund - $ 253,208.44
Water General Fund - $ 259, 985.43

Debt Payments
CNB Draw Loan (WWTP Upgrade) - $ 3,459.20
$ 1,500.00 (JTMA payment)
Pennvest Loan (Sewer) - $ 8,580.54
Pennvest Loan (Sewer) - $ 11,718.30

Johnsonburg Municipal Authority
Profit & Loss by Class
October 2026

	01 - WATER	02 - SEWER	TOTAL
Ordinary Income/Expense			
Income			
1300001 · Sales Domestic - Water	61,571.62	0.00	61,571.62
1300002 · Sales Domestic - Sewer	0.00	55,056.42	55,056.42
1301001 · Sales Commercial-Water	42,465.13	0.00	42,465.13
1301002 · Sales Commercial - Sewer	0.00	46,201.31	46,201.31
Total Income	104,036.75	101,257.73	205,294.48
Expense			
1350002 · Collections - Labor	0.00	152.25	152.25
1351002 · Collection System	0.00	5,786.36	5,786.36
1352002 · Sewer - Treatment - Labor	0.00	15,867.19	15,867.19
1353002 · Sewer - Treatment Chemicals	0.00	6,469.29	6,469.29
1356002 · Sewer - Treatment System	0.00	5,948.28	5,948.28
1357002 · Sewer - Sampling	0.00	1,318.00	1,318.00
1365002 · Supervision	4,861.20	4,861.20	9,722.40
1367002 · Clerical	4,383.37	4,348.87	8,732.24
1369002 · Automotive	418.06	418.07	836.13
1371002 · Office	936.16	936.17	1,872.33
1375002 · Payroll Taxes	3,648.94	1,214.47	4,863.41
1381000 · Diversified Billing Fees	1,939.00	1,939.00	3,878.00
1385002 · Legal	150.00	150.00	300.00
1393002 · Engineering	17,177.68	395.00	17,572.68
1394002 · General Expenses	2,196.82	3,008.55	5,205.37
1397002 · Employee Insurance	8,308.09	8,308.09	16,616.18
1398002 · Insurance	808.89	808.89	1,617.78
353001 · Water- Purification - Labor	11,675.42	0.00	11,675.42
355001 · Water - Purification - Chemical	10,609.22	0.00	10,609.22
356001 · Water - Purification System	198.67	0.00	198.67
368001 · Water- Distribution - Labor	12,672.90	0.00	12,672.90
375001 · Water - Distribution System	5,307.94	0.00	5,307.94
378001 · Water - Distribution - Meters	3,600.00	0.00	3,600.00
389001 · Utilities	14,247.22	11,961.62	26,208.84
Total Expense	103,139.58	73,891.30	177,030.88
Net Ordinary Income	897.17	27,366.43	28,263.60
Other Income/Expense			
Other Income			
1314002 · Non Operating Income	-34.50	0.00	-34.50
1315001 · Penalities Imposed - Water	592.55	0.00	592.55
1315002 · Penalties Imposed - Sewer	0.00	532.80	532.80
Total Other Income	558.05	532.80	1,090.85
Other Expense			
1403002 · Interest Expense	0.00	1,287.33	1,287.33
Total Other Expense	0.00	1,287.33	1,287.33
Net Other Income	558.05	-754.53	-196.48
Net Income	**1,455.22**	**26,611.90**	**28,067.12**

Unpaid Bills - November 2026

Water bills	$	7,340.44
Sewer bills	$	11,591.54
Water/Sewer split	$	10,471.27
Total of Unpaid Bills	$	29,403.25