**JOHNSONBURG MUNICIPAL AUTHORITY**

**Regular Meeting Minutes**

**Wednesday, December 13, 2023**

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.

**ROLL CALL** – In attendance were Jack Fowler, Rick Zeigler, JR DePanfilis, Eric Poague, Earl Park, Paul Villella

TJ Weaver was excused

Brian Buesink, Corey McCabe, Chris Everett, Tracey Brown

**VISITORS** – Aljoe Maletto, Joyce Maletto (The Johnsonburg Press), Brian Stockman (The Ridgway Record) via ZOOM

A motion was made by Earl Park and seconded by JR DePanfilis to approve the agenda (carried).

**VISITOR COMMENTS (on agenda related items)** – None

**EXECUTIVE SESSION** – None

**APPROVAL OF MINUTES FROM PREVIOUS MEETINGS** – A motion was made by Eric Poague and seconded by Rick Zeigler to approve the minutes from the November 8, 2023 Regular Meeting (carried).

**MANAGER’S REPORT** – Copy attached

A motion was made by JR DePanfilis and seconded by Earl Park to allow the employees to have a Christmas lunch out of the office on Friday, December 22,2023 (carried).

**WATER REPORT** – Copy attached

**SEWER REPORT** – Copy attached

**ENGINEER’S REPORT** – None

**SOLICITOR’S REPORT** – A motion was made by JR DePanfilis and seconded by Rick Zeigler to approve the Easement from West Penn Power for Nittany Mart, and give Jack Fowler authorization to sign, after additional investigation from Solicitor Reith (carried).

**COMMITTEE REPORTS**

1. Administrative – They met and are working on the updated handbook
2. Operations - none
3. Finance – Jack Fowler continues to work on the 2024 budget
4. Fire Department - none
5. Hiring - none
6. Johnsonburg Borough - none
7. Grants – Two LSA grants were applied for by JHA

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

**BILLS FOR PAYMENT** – A motion was made by Earl Park and seconded by JR DePanfilis to pay the bills in the amount of $ 101,850.17 (carried).

**Bank Balances as of: November 30, 2023**

**Northwest**

Sewer Money Market - $ 64,301.95

Payroll - $ 158,394.26

Water Pennvest - $ 510.67

Sewer Pennvest - $ 37,855.11

Operating Checking - $ 27,757.57

Sewer Savings - $ 52,547.97

Water Savings - $ 284,279.80

**CNB**

CD - $ 26,159.50

Savings Acct. - $ 7,780.39

Water Project Checking (COA) - $ 99,526.63

Sewer Checking - $ 145,366.77

Waterline Extension - $ 14.00

**PLGIT**

General Fund - $ 508,357.68

**Debt Payments**

CNB Mortgage - $ 327.92

CNB Line of Credit Interest - $ 1,441.83

CNB WWTP Upgrade - $ 3,459.20

Pennvest - $ 15,529.32

Pennvest - $ 8,580.54

Pennvest - $ 11,718.30

**BOARD DISCUSSION –** There was discussion about charging customers for past due notices

A motion was made by JR DePanfilis and seconded by Eric Poague to have the Administrative Committee meet regarding the charges for past due notices and bring more information to the board (carried).

**BUSINESS AFFAIRS** –

A motion was made by JR DePanfilis and seconded by Eric Poague to approve and ratify the grant resolutions for both Cedar Street and Clarion Road Watermain Replacements (carried).

A motion was made by JR DePanfilis and seconded by Earl Park to approve the dates for the 2024 board meetings (carried). The meeting will continue to be held on the second Wednesday of the month at 4:00.

-Bidding for 2024 was discussed.

**COMMENTS FROM VISITORS –** Aljoe Maletto commented about the role of the board secretary. The board members and employees thanked Rick Zeigler for his time on the board, as this was his last meeting.

**EXECUTIVE SESSION –** A motion was made by Eric Poague and seconded by Rick Zeigler to enter into Executive Session at 5:26 (carried). A motion was made by JR DePanfilis and seconded by Rick Zeigler to exit Executive Session and enter into Regular Meeting at 6:45 (carried). Personnel was discussed with no action taken.

**ADJOURNMENT OF MEETING**- A motion was made by JR DePanfilis and seconded by Rick Zeigler to adjourn the meeting at 6:55 p.m. (carried).

Jack Fowler, Chairperson

TLB