**JOHNSONBURG MUNICIPAL AUTHORITY**

**Regular Meeting Minutes**

**Wednesday June 14, 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, TJ Weaver, Rick Ziegler, JR DePanfilis, Earl Park, Eric Poague, Paul Villella

Brian Buesink, Ken Caldwell, Corey McCabe, Tracey Mehalko, Peter Reith, Travis Long of JHA (ZOOM)

**VISITORS** – Joyce Maletto (Johnsonburg Press), Brian Stockman (Ridgway Record), Aljoe Maletto, Chris Wright

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

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

**APPROVAL OF MINUTES FROM PREVIOUS MEETINGS** – A motion was made by Eric Poague and seconded by TJ Weaver to approve the minutes from the May 10, 2023 Regular Meeting (carried).

**MANAGER’S REPORT** – Copy attached

A motion was made by Earl Park and seconded by Rick Zeigler to pass a resolution to invest $500,00 with PLGIT. Rollcall vote: TJ weaver – yes, Rick Zeigler – yes, JR DePanfilis – yes, Earl Park – yes, Eric Poague – yes, Paul Villella – yes, Jack Fowler – yes (carried 7-0).

A motion was made by Earl Park and seconded by TJ Weaver to allow employees to donate at the Johnsonburg blood drives and go home when done with pay (carried).

**WATER REPORT** – Copy attached

**SEWER REPORT** – Copy attached

A motion was made by Eric Poague and seconded by Earl Park to have Travis from JHA move forward with permitting and pricing for a project to replace the Oak St. line (carried).

**ENGINEER’S REPORT** – Copy attached

**SOLICITOR’S REPORT** – The deed for the Bergen Street property will be drafted and conveyed shortly.

He has been working with Travis on the Route 219 Extension project.

**COMMITTEE REPORTS**

1. Administrative – None
2. Finance – None
3. Fire Department – None
4. Hiring – None
5. Johnsonburg Borough – There was discussion about a Second Ave. property having a sewer issue
6. Operations – None
7. Grants – None

**TREASURER’S REPORT** – A motion was made by Eric Poague and seconded by TJ Weaver to approve the Treasurer’s reports from the May and June meetings (carried).

**BILLS FOR PAYMENT** – A motion was made by Eric Poague and seconded by Rick Zeigler to pay the bills in the amount of $ 69,792.61 (carried, Earl Park abstained).

**Bank Balances as of: May 31, 2023**

**Northwest**

Sewer Money Market - $ 64,276.11

Payroll - $ 134,692.37

Water Pennvest - $ 510.67

Sewer Pennvest - $ 37,854.64

Operating Checking - $ 69,698.82

Sewer Savings - $ 52,534.80

Water Savings - $ 793,756.85

**CNB**

CD - $ 26,072.96

Savings Acct. - $ 6,799.03

Water Project Checking (COA) - $ 124,028.63

Sewer Checking - $ 19,581.97

Waterline Extension - $ 14.00

**Debt Payments**

CNB Mortgage - $ 327.92

CNB Line of Credit Interest - $ 1,382.03

CNB WWTP Upgrade - $ 3,459.20

Pennvest - $ 15,529.32

Pennvest - $ 8,580.54

Pennvest - $ 11,718.30

**BOARD DISCUSSION –**

1. Additional federal holidays and other time off to match the borough employees will be reviewed by the Administrative Committee.
2. A motion was made by Eric Poague and seconded by Earl Park to pay our Erie Insurance business policy on an annual basis (carried).
3. A motion was made by Earl Park and seconded by Eric Poague to have our manager get shirts for the employees as he feels appropriate (carried). A motion was made by Eric Poague and seconded by TJ Weaver to have the Operations Committee meet and review safety-wear for our employees (carried).
4. A motion was made by Earl Park and seconded by JR DePanfilis to credit customer Becky Richards for her sewer overage charges and late fees associated with her sewer charges (carried). A motion was made by TJ Weaver and seconded by Earl Park to not allow customer Christopher Wright a credit for his overage (carried).
5. Security camera access was discussed. The General Manager should have access to all cameras at all locations.
6. The fire hydrant at the Community Center and other hydrants around town were discussed.
7. A rate increase was discussed, and will be discussed in more detail at the next meeting.

**BUSINESS AFFAIRS** – None

**COMMENTS FROM VISITORS –** Joyce Maletto voiced her concerns with a rate increase.

**EXECUTIVE SESSION –** A motion was made by TJ Weaver and seconded by Rick Zeigler to enter into executive session at 6:00 (carried). A motion was made by JR DePanfilis and seconded by Earl Park to exit executive session and enter into the regular meeting at 7:40 (carried). Personnel and litigation were discussed with no action taken.

A motion was made by Rick Zeigler and seconded by TJ Weaver to have Knox Law provide legal representation for JMA for ongoing litigation (carried).

**ADJOURMENT OF MEETING**- A motion was made by Rick Zeigler and seconded by TJ Weaver to adjourn the meeting at 7:45 p.m. (carried).

Jack Fowler, Chairperson

TLM