**JOHNSONBURG MUNICIPAL AUTHORITY**

**Regular Meeting Minutes**

**Wednesday, September 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, TJ Weaver, Rick Zeigler, JR DePanfilis, Eric Poague, Paul Villella

Earl Park was excused

Brian Buesink, Chris Everett, Tracey Mehalko, Peter Reith, Travis Long of JHA (ZOOM)

**VISITORS** – Brian Stockman (Ridgway Record), Aljoe Maletto, Emil Zaunick, Linda Tillack

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

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

**EXECUTIVE SESSION** – A motion was made by TJ Weaver and seconded by Rick Zeigler to enter into executive session at 4:06 (carried). A motion was made by Eric Poague and seconded by TJ Weaver to exit executive session and enter into the regular meeting at 4:23 (carried). Personnel was discussed with no decisions made.

**APPROVAL OF MINUTES FROM PREVIOUS MEETINGS** – A motion was made by JR DePanfilis and seconded by TJ Weaver to approve the minutes from the August 16, 2023 Regular Meeting (carried).

**MANAGER’S REPORT** – Copy attached

**WATER REPORT** – Copy attached

**SEWER REPORT** – Copy attached

**ENGINEER’S REPORT** – Copy attached

**SOLICITOR’S REPORT** – Ken Caldwell submitted 2 Right-to-Know requests. We will respond as required.

**COMMITTEE REPORTS**

1. Administrative – The committee met individually with a few of the guys on the crew and had good conversations.

A motion was made by JR DePanfilis and seconded by TJ Weaver to give Angel a $1/hour pay increase for taking the distribution leader role (Carried 5-1).

Erie Poague commented that the board is aware of inequities in salaries and will make adjustments for 2024.

1. Finance – Jack Fowler passed out a worksheet he prepared showing the net profit for August
2. Fire Department – Jack Fowler requested we provide flow information to the fire department when we flush lines in the fall.
3. Hiring – A motion was made by Eric Poague and seconded by TJ Weaver to hire Dalton Stahli as a Field Operator/Laborer at a rate of $16/hour (carried). He will be given two weeks to make a decision.
4. Johnsonburg Borough – None
5. Operations – None
6. Grants – The committee met with USDA and Pennvest regarding funding of projects.

**TREASURER’S REPORT** – A motion was made by Rick Zeigler and seconded by JR DePanfilis to approve the Treasurer’s report (carried).

**BILLS FOR PAYMENT** – A motion was made by JR DePanfilis and seconded by TJ Weaver to pay the bills in the amount of $ 76,791.20 (carried).

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

**Northwest**

Sewer Money Market - $ 64,287.45

Payroll - $ 145,437.64

Water Pennvest - $ 510.67

Sewer Pennvest - $ 37,854.95

Operating Checking - $ 62,550.33

Sewer Savings - $ 52,541.42

Water Savings - $ 224,399.31

**CNB**

CD - $ 26,130.83

Savings Acct. - $ 1,575.79

Water Project Checking (COA) - $ 100,538.63

Sewer Checking - $ 9,204.37

Waterline Extension - $ 14.00

**PLGIT**

General Fund - $ 501,426.72

**Debt Payments**

CNB Mortgage - $ 327.92

CNB Line of Credit Interest - $ 1,439.65

CNB WWTP Upgrade - $ 3,459.20

Pennvest - $ 15,529.32

Pennvest - $ 8,580.54

Pennvest - $ 11,718.30

**BOARD DISCUSSION –**

-We are waiting for information from Jan Cornelius on the back-up computer for the water plant.

-Travis Long explained the benefits of installing a mixer in Zeigler’s Tank. A motion was made by JR DePanfilis and seconded by TJ Weaver to table the approval of purchasing a mixer to get more quotes (carried).

**BUSINESS AFFAIRS** –

-A motion was made by Eric Poague and seconded by TJ Weaver to approve the PMRS Minimum Municipal Obligation (MMO) for 2024 in the amount of $ 20,519.00 (carried).

**COMMENTS FROM VISITORS –** Aljoe Maletto suggested that we use vacant houses owned by the borough to start determining where lead lines exist.

Aljoe also announced that Rick Zeigler gave him his resignation before the meeting to be effective Dec. 31, 2023.

A motion was made by JR DePanfilis and seconded by TJ Weaver to accept his resignation with regret (carried).

**EXECUTIVE SESSION –** None.

**ADJOURMENT OF MEETING**- A motion was made by TJ Weaver and seconded by Rick Zeigler to adjourn the meeting at 5:13 p.m. (carried).

Jack Fowler, Chairperson

TLM