

JOHNSONBURG MUNICIPAL AUTHORITY
REGULAR MEETING
WEDNESDAY DECEMBER 8, 2021

The meeting was called to order at 4:00 pm by Vice Chairman Earl Park followed by Pledge of Allegiance and moment of silence.

ROLL CALL – In attendance were, Charles DeStephano, Richard Zeigler, Dennis Asti, Kenneth Polaski, Earl Park Thomas J. Weaver, Dan Newell, Richard Brown, Adrian Bevacqua, Tracey Mehalko, Andy Johnson - GDF (Travis Long - JHA and Corey McCabe – participated by via ZOOM).
 James Reinsburrow – excused.

VISITORS –Al Maletto, Joyce Maletto (Johnsonburg Press), Emil Zaunick, Rich Warmbrodt, Eric Poague, Matt Vaughn and Ken Dierolf – ELCO Electric, Noel Temple- APPI, Eric Moreland - ELCON participated by via ZOOM).

VISITOR COMMENTS – Rich Warmbrodt, Eric Poague introduced themselves as the newest Johnsonburg Borough Council Members.

EXECUTIVE SESSION – NONE

APPROVAL OF MINUTES FROM THE PREVIOUS MEETING'S–

Motion was made by Rick Zeigler and seconded by Chuck DeStephano to approve the minutes from regular meeting on November 10, 2021. Motion carried unanimously by members present.

Motion was made by Chuck DeStephano and seconded by Thomas Weaver to approve the minutes from special meeting on November 22, 2021. Motion carried unanimously by members present.

MANAGERS REPORT – Tracey talked about LIHWAP (low-income household water assistance program). The Borough has requested for JMA to have a discussion on any future projects on Julia, Grove, and W. Center Street within the next 5 years. JMA was awarded \$10,000.00 towards medical insurance for December 2021. Reminder to JMA employees: bi-weekly payroll effective January 2022. Recommendation - Signage for WWTP entrance, Flag for Powers Run Field Office. Adrian Bevacqua spoke about not out-sourcing work that we can do at JMA moving forward. Travis Long stated that his rate will continue to stay the same per agreement. Travis also talked about the Powers Run Dam breach. Tracey Mehalko spoke on LIHWAP and its benefits to people in need and will continue to provide updates on this program. There was discussion on the old water tank that was on the Silver Creek system. Emil Zaunick expressed concerns about water.

ENGINEERS REPORT – CAPITAL IMPROVEMENTS PROJECT (WATER TREATMENT, STORAGE AND DISTRIBUTION) – USDA FUNDED: JHA will continue to provide any assistance in the finalization/closeout process as applicable. JHA continues to work with JMA on decommissioning processing. o Further decommissioning will be necessary but shall be done when staffing is available (complete dewatering of tanks, sludge removal, well pump extraction, chemical removal, etc.). JHA continues correspondence with chief water operator on various items (operation, 12" line replacement, reports, performance, compliance, etc.). Rights-of-Way easements in processing with Solicitor Brown remain ongoing. JHA and Solicitor Brown continue to address easements for the water line extension and will be having a meeting review and discuss. Permitting packages being finalized and to be submitted by year end.
 CAPITAL IMPROVEMENTS PROJECTS (WATER DISTRIBUTION SYSTEM EXTENSIONS AND REPLACEMENTS) – PLANNED PENNVEST FUNDED:

WATER: JHA continues to correspond closely with JMA, operations staff o JHA continues to work closely with JMA Manager and JMA staff to address various items, provide training and keep facilities in compliance status. Attention to DEP items remain ongoing (i.e. monitoring plans, SOP's for new system need to be developed and will work with Ken on this task). JHA has transitioned all reporting over to JMA staff, and simply provides QA/QC reviews and guidance as needed for compliance. o JHA recommends submitting notice to DEP terminating reporting requirements for Powers Run and Silver Creek now that decommissioning is complete. This helps ensure reporting violations do not occur. General correspondences remain ongoing

WASTEWATER: JHA continues to correspond with operation staff on optimization of facility, questions/comments and any general items of discussion as needed. Worked with Chief Wastewater Operator on annual Form 43 analysis (associated with material disposal at landfill).

GRANTS AND FUNDING ASSISTANCE: JHA continues to monitor all grant funding sources and opportunities and will make available said findings to JMA for review and considerations as applicable. Act 13 Grants Appalachian Regional Commission, Economic Development Grants, etc.

American Rivers (i.e. Powers Run Dam Breach), information was submitted to Lisa Segedy on the dam.

Correspondence remains ongoing and will be followed up with again this month. JHA and JMA will be corresponding with a Grants Consultant this week, that JMA Manager has identified to see if options exist.

MISCELLANEOUS: Powers Run Dam Issues – DEP review remains ongoing. Additional survey to validate the stream conditions (work completed 11/9). Approval Status Pending,

PROJECT ENGINEERS REPORT – WATER SYSTEM IMPROVEMENT PROJECT

Contract No. 1 - Water Treatment Plant, General Construction. Substantially complete per contract with the DEP operating permit. Substantial as of 8/16. Work on the rehabilitation on the existing 3rd Ave Tank began the week of 7/30. Began blasting on 8/5. 60% through the blasting. Only found one hole and based on the tank condition believe they may run into additional holes as the blasting continues. Began the repainting of the tank. Exterior painting only the roofing remains. Contractor working to address punch list items. Contractor paved the driveway, obtained a temporary building occupancy permit while waiting on the building signs. Contractor to begin the construction of Silver Creek Vault Structure the second week of December. Southern Corrosion is still waiting on DEP approval to dispose the blasting material. Contract No. 2 - Water Treatment Plant, Electrical Construction. Substantially complete per contract with the DEP operating permit. Substantial as of 8/16. Continuing to install electrical door openers and security cameras. To install a security camera on the flocculation and sedimentation tank, a new outlet is required. The cost to add a new outlet is \$1,095.47. The work was completed on 11/10 and 11/11 per instruction of JMA Manager. Contract No. 3 - Water Storage Tank Work: Work is substantially complete per USDA inspection on May 26, 2021. Final completion documents should be signed and submitted to USDA for contract closeout. Contract No. 4 - Water Distribution System Improvements: A second list of valves and hydrants was submitted to Continental for pricing to install under USDA. The Authority reports that the easements have been signed and an HOP permit was submitted to begin construction on the 12" line. HOP Permit received 11/18/21. Silver Creek Pressure Reducing Vault. Coordinated and assisted with making modifications to pressure reducing valve to allow water to be returned to system when pump station isn't running. This will improve tank water quality and improve efficiency. W.C. Weil Company provided parts and labor at no charge to Authority.

COMMITTEE REPORTS –

- a. Administration – no report
- b. Finance– no report
- c. Fire Department– no report
- d. Hiring – no report
- e. Johnsonburg Borough– no report
- f. Operations– no report

OPENING OF SEALED BIDS FOR: Bids will be reviewed by JMA and awards will be presented at the January 2022 meeting.

- LAB WORK FOR 2022
 - Fairway Labs
 - White Oaks
- RESTORATION WORK FOR 2022
 - M&M Contracting
 - Dean Construction
 - The Driveway Company
- EXCAVATION WORK FOR 2022
 - M&M Contracting
 - Dean Construction

APPROVAL FOR ADDITIONAL VALVE AND HYDRANT WORK – This is on hold until locations and pricing are confirmed. This will be discussed in more detailed in the January 2022 meeting.

**This was pre- approved pending a price before final approval.*

APPROVAL FOR HEAT TAPE FOR SEWER LINE ON VENNERS ISLAND – This is tabled until more discussions are had with DOMTAR and what steps will need to be taken in the future.

APPROVAL FOR 12 INCH LINE MATERIALS – A motion was made by Chuck DeStephano and seconded by Rick Zeigler to approve Continental Construction for 12-inch line invoices: Invoice# 138660 = \$23,408.00 and Invoice# 138907 = \$30,856.00. Motion carried unanimously by members present.

APPROVAL TO PROVIDE \$1.00 TO EMPLOYEE CARRYING ON-CALL PHONE - A motion was made by Chuck DeStephano and seconded by Rick Zeigler to approve an extra \$1.00 per hour to the JMA employee carrying the On-Call phone during off hours. Motion carried unanimously by members present.

APPROVAL TO PROVIDE BOOT ALLOWANCE - A motion was made by Rick Zeigler and seconded by Ken Polaski to approve a \$300.00 boot allowance per year per JMA employee. Roll all vote: Jim Reinsburrow – excused, Rick Zeigler – yes, Ken Polaski – yes, Chuck DeStephano – no, Thomas Weaver – no, Earl Park – yes, Denny Asti – no. This was a tie vote (3 to 3), motion failed. This topic will be put on the January 2022 meeting agenda for further review.

APPROVAL OF ENERGY RATE - A motion was made by Chuck DeStephano and seconded by Thomas Weaver to approve energy rate with APPI of a locked in rate for \$0.05983 for a 48-month term for accounts that end in April 2022 and 51-months for accounts that currently not with a supplier. Motion carried unanimously by members present.

APPROVAL TO UPGRADE WWTP – A motion was made by Denny Asti and seconded by Thomas Weaver to approve ELCON for the upgrade for the WWTP at a cost of \$335,200.00. Motion carried unanimously by members present.

*Also noted: there was a lot of discussion on upgrade, timing, need and lead time of this program.

JMA 2022 BOARD MEETING SCHEDULE - A motion was made by Rick Zeigler and seconded by Thomas Weaver to approve the 2022 Board Meeting Schedule. Motion carried unanimously by members present.

4:00 PM will continue to be meeting time.

- January 12, 2022
- February 9, 2022
- March 9, 2022
- April 13, 2022
- May 11, 2022
- June 8, 2022
- July 13, 2022
- August 10, 2022
- September 14, 2022
- October 12, 2022
- November 9, 2022
- December 14, 2022

APPROVAL OF TREASURERS REPORT (financial snapshot) Motion was made by Chuck DeStephano and seconded by Thomas Weaver to approve the treasurers as presented. Motion carried unanimously by members present.

Bank Balances as of: 11-30-21

Northwest

Sewer Money Market - \$ 64,208.69

Payroll - \$ 11,944.85

Water Pennvest - \$ 2,658.96

Sewer Pennvest - \$ 37,852.57

Operating Checking - \$ 281,054.48

Sewer Savings - \$ 76,663.09

Water Savings - \$ 1,103,801.42

CNB

CD - \$ 25,930.42

Savings Acct. - \$ 21,017.70

Water Project Checking (COA) - \$ 276,269.60

Sewer Checking - \$ 9,953.84
Waterline Extension - \$ 12.00

August Debt Payments Due

CNB Mortgage - \$284.86
Pennvest - \$2,148.32
Pennvest - \$15,529.32
Pennvest - \$8,580.54
Pennvest - \$11,718.30

APPROVAL OF BILLS -Motion was made by Rick Zeigler and seconded by Ken Polaski to amend the agenda to include receptacles/circuit for security cameras at the new water plant at a cost of \$1,042.50 and will be covered under contingency monies. Motion carried unanimously by member present.

Motion was made by Rick Zeigler and seconded by Ken Polaski to approve bills as presented. Motion carried unanimously by members present

WATER: \$56,973.65
WASTEWATER: \$50,334.69
CONTRACT NO.1 PAY APPLICATION #26: \$31,549.41
CONTRACT NO.2 PAY APPLICATION #14: \$8,700.00
GD&F INVOICE #72: \$860.00
DAVE KRONENWETTER: \$1,042.50

BUSINESS AFFAIRS – JMA and Johnsonburg Borough will be meeting to discuss anti-skid on the road to the new water plant.

BOARD DISCUSSION – Rick Brown will provide an update per boil water notice relating to Dill Hill. JMA will need to look more into the issue with the steps on 1st and Chestnut. JMA will continue to have further discussion with Johnsonburg school per school-to -work student at JMA. Jones Township sewer meter was discussed. Travis Long will be reviewing the sewer meter with Jones Township in preparation of next JMA board meeting.

COMMENTS FROM VISITORS –Al Maletto talked about the Rolfe bridge.

EXECUTIVE SESSION – None

ADJOURNMENT OF MEETING- Motion made by Rick Zeigler and seconded by Ken Polaski to adjourn the meeting at 6:10 PM. Motion carried unanimously by members present.

Kenneth Polaski,
Secretary
DJN