

**JOHNSONBURG MUNICIPAL AUTHORITY**  
**REGULAR MEETING**  
**WEDNESDAY FEBRUARY 9, 2022**

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

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

**VISITORS** –Al Maletto, Joyce Maletto (Johnsonburg Press), Emil Zaunick, Brian Stockman (Ridgway Record), Eric Poague, Jim Parana, Melinda Bianconi, Carla Pontious, Janice Condon, Yanni Tragellis (WTAJ), Kyle Paget (Mayor of Johnsonburg), Dan Paget, Karen Haberberger, Barbara Thorwart, Ryan Miller, Sharon Muroski, John Bevacqua, Susan Halquest, Janet Geer, Paul Asti, Joseph DeLullo, Becky Richards, and Terri Zilkofski.

**VISITOR COMMENTS** – Travis Long provided information to visitors on issues and corrections within the JMA system. Several visitors asked questions pertaining to water quality, pressure, boil water notices and loss of water. Questions from the public were addressed by JMA.

**EXECUTIVE SESSION** – A motion was made by Charles Destephano and seconded by Thomas Weaver to enter executive session at 4:52 pm. Motion carried unanimously by members present. Matters of employment and litigation were discussed with no action taken.

A motion was made by Richard Zeigler and seconded by Charles Destephano to exit executive session at 5:10 pm. Motion carried unanimously by members present.

A motion made by Richard Zeigler and seconded by Earl Park to enter regular meeting, at 5:11 pm. Motion carried unanimously by members present.

**APPROVAL OF MINUTES FROM THE JANUARY REGULAR MEETING** – A motion was made by Earl Park and seconded by Thomas Weaver to approve meeting minutes from the 1/12/22 regular meeting. Motion carried unanimously by members present.

**APPROVAL OF MINUTES FROM THE JANUARY SPECIAL MEETING** – A motion was made by Jack Fowler and seconded by Richard Zeigler to approve meeting minutes from the 1/18/22 special meeting. Motion carried unanimously by members present.

**MANAGERS REPORT** – 1-27-22 - Presentation of “Solving for B” – presented by Barry Wolfe. Implementation of the 12-inch line off the 3<sup>rd</sup> Avenue tank is yielding great results. Leak detection was performed the week of 1-23-22. Two major leaks were found and corrected. Ken Caldwell has indicated that this has brought system pressures up to where they should be in reference to tank gradient. An Outreach Letter regarding the JMA water system has been sent out to local newspapers and to our state representative, Mike Armanini, explaining interruptions and issues being experienced with the water system in Johnsonburg. Adrian has begun the process of attaining his Class A CDL license. Please see attached locations of valve/hydrant – 2<sup>nd</sup> round. Repairs to JMA Field Office – Doors, Window and Restroom with shower. Discuss options of field crew attaining water and sewer licenses – Dan will make arrangements with finance committee to discuss this in more detail.

**ENGINEERS REPORT** – CAPITAL IMPROVEMENTS PROJECT (WATER TREATMENT, STORAGE AND DISTRIBUTION) – USDA FUNDED: JHA continues to provide any assistance in the finalization/closeout process as applicable. JHA continues to work with JMA on decommissioning processing. o Correspondence has been had with chief water operator on ensuring DEP has Powers Run and Silver Creek WTP’s listed as inactive to cease the generation of reporting requirements. NPDES permit for the Silver Creek WTP needs to be requested for termination/inactivation to ensure no further monitoring is required. Lagoon and storage tank need pumped and hauled to WWTP for final disposal. Ensure coordination with Chief Wastewater Operator is had. JHA continues correspondence with chief water operator and GD&F on various items pertaining to distribution, intake and overall operations.

**CAPITAL IMPROVEMENTS PROJECTS (WATER DISTRIBUTION SYSTEM EXTENSIONS AND REPLACEMENTS) – PLANNED PENNVEST FUNDED:** 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 ongoing meetings to review and discuss. Permitting packages being finalized and to be submitted by 1<sup>st</sup> quarter 2022

**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 COA remains ongoing. JHA has transitioned all reporting over to JMA staff, and simply provides QA/QC reviews and guidance as needed for compliance. JHA recommends JMA submit 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. JHA has worked with JMA staff to address extension of the temporary permit for the temporary pump located near the WWTP to assist pressurization on Dill Hill. Permit has been issued and correspondence remains ongoing as to the operation and on winterization means and methods.

**WASTEWATER:** JHA continues to correspond with operation staff on optimization of facility, asset management and routine questions/comments and any general items of discussion as needed. JHA has maintained ongoing correspondence with chief wastewater operation and solicitor on evaluation of the Wilcox flow meter as directed by board. Calibration of said meter is still required. JMA and JHA have requested records for implementation in annual chapter 94 reports. JHA recommends continued correspondence for third party rate study.

**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 o 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. Lisa and I have been in close correspondence on available grants and even other grant opportunities that have arisen. JHA shared a factsheet with JMA on Build Back Better Funding opportunities.

**MISCELLANEOUS:** Powers Run Dam Permit issued – Awaiting grant funding opportunities through American Rivers.

**PROJECT ENGINEERS REPORT – WATER SYSTEM IMPROVEMENT PROJECT:** Construction Status - Project Status Updates: Contract No. 1 – Water Treatment Plant, General Construction. Contractor working to address punch list items. Contractor installed signage on intake screen. Contractor has stated that they are dealing with COVID and waiting on weather. Materials have been delivered. Building signage has been delivered and contractor has stated they are waiting on manpower and weather. Contract No. 2 – Water Treatment Plant, Electrical Construction Substantially complete per contract with the DEP operating permit. Substantial as of 8/16. Completed the install of the security system for the electrical door openers and security cameras. Contract No. 3 – Water Storage Tank Work Work is substantially complete per USDA inspection on May 26, 2021. Final Completion documents have been signed and submitted to USDA for contract closeout. Contract No. 4 – Water Distribution System Improvements USDA approved the second round of valves and hydrants. The 12" line from the tank was installed and connected to the water system. Miscellaneous: The engineer is requesting an amendment for modifications associated with labor hours and expense hours incurred for the: Additional Construction Administration of Change Orders for Valves, Waterlines, Hydrants and Outlet; Additional 12" Line from Tank to Town Construction Drawings, HOP Permits, and Hydraulic Analysis; and Additional Engineering for Transfer Switches and Generators for Pump Stations. Refer to Attachment A for labor and expense hours. Requested Modification of \$15,758 the amount remaining in the Additional Engineering Fees from the USDA Funding. JMA Uses for Contingency Funds this month: Floor Scrubber - \$6,416.95. Borough Road Cuts - \$ 1,650.00. Total - \$ 8,066.95. Project Payment Applications and RUS Requisition Approvals: USDA-RD Requisition #77 documentation compiled for the month Requisition #77 to USDA, Contract No. 2 Pay App #15 -\$ 21,358.52. JMA Draw #73 -\$ 8,066.95. GDF Invoice #74 - \$ 1,200.00. Total \$ 30,625.47.

**SOLICITORS REPORT-** Appraisal for Silver Creek property was received; property will sell as is.

#### **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

2-9-2022

**APPROVAL OF CREDIT CARDS** – A motion was made by Jack Fowler and seconded by Richard Zeigler to approve issuing a \$1,000 company credit card to Ken Caldwell and Corey McCabe. Roll Call vote: Richard Zeigler – yes, Kenneth Polaski – yes, Charles Destephano – no, Thomas Weaver – no, Earl Park – no, Jack Fowler – yes, James Reinsburrow – yes. Approved by a 4-3 majority vote.

**APPROVAL FOR JMA EMPLOYEES TO CONTRIBUTE TO PENSION FUND** – A motion was made by Earl Park and seconded by Richard Zeigler to approve employee contributions up of to 20% of their money. Motion carried unanimously by members present.

**APPROVAL TO PURCHASE NEW HYDRANT** – A motion was made by Richard Zeigler and seconded by Charles Destephano to purchase only the hydrant for in front of the community building. Motion carried unanimously by members present.

**APPROVAL FOR A RATE RESOLUTION BETWEEN JONES TOWNSHIP AND JMA** – A motion was made by Earl Park and seconded by Charles Destephano to approve a rate for Jones Township of \$25 per customer per month, effective 91 days from February 10, 2022. Roll Call vote: Richard Zeigler – yes, Kenneth Polaski – yes, Charles Destephano – yes, Thomas Weaver – yes, Earl Park – yes, Jack Fowler – no, James Reinsburrow – yes. Approved by a 6-1 majority vote.

**APPROVAL OF PHONE STIPEND TO OFFICE ADMINISTRATOR** – A motion was made by Earl Park and seconded by Richard Zeigler to approve a \$20 per month cell phone stipend for the JMA Office Administrator. Motion carried unanimously by members present.

**APPROVAL TO PAY CONTINENTAL** – Was tabled until next meeting due to the job not being complete.

**APPROVAL FOR SCRUBBER** – Was tabled until the next meeting.

**APPROVAL TO UPGRADE NEPTUNE SOFTWARE** – A motion was made by Earl Park and seconded by Kenneth Polaski to approve a Neptune meter software upgrade in the amount of \$6,350.00. Motion carried unanimously by members present.

**APPROVAL FOR “SOLVING FOR B” PROGRAM** – A motion was made by Jack Fowler and seconded by Kenneth Polaski to approve engaging in the “Solving for B” program. Richard Zeigler – yes, Kenneth Polaski – yes, Charles Destephano – no, Thomas Weaver – yes, Earl Park – yes, Jack Fowler – yes, James Reinsburrow – yes. Approved by a 6-1 majority vote.

**APPROVAL TO PAY FOR ROAD CUTS** – A motion was made by Earl Park and seconded by Richard Zeigler to approval paying for first round of road cuts for \$1,650.00, under USDA monies. Motion carried unanimously by members present.

**APPROVAL TO PAY AMENDMENT TO OWNER-ENGINEER AGREEMENT, AMENDMENT NO. 2** – Was tabled until the next meeting

**APPROVAL OF TREASURERS REPORT (financial snapshot)**: A motion was made by Earl Park and seconded by Jack Fowler to approve the Treasurer’s report for January 2022. Motion carried unanimously by members present.

Bank Balances as of: 1/31/2022

**Northwest**

Sewer Money Market - \$ 64,216.33

Payroll - \$ 17,038.98

Water Pennvest - \$ 2,658.97

Sewer Pennvest - \$ 37,853.12

Operating Checking - \$188,327.29

Sewer Savings - \$76,671.08

Water Savings - \$ 1,103,816.33

**CNB**

CD - \$ 25,930.42  
Savings Acct. - \$ 18,949.35  
Water Project Checking (COA) - \$ 270,355.60  
Sewer Checking - \$ 9,953.84  
Waterline Extension - \$ 12.00

**January Debt Payments Due**

CNB Mortgage - \$284.86  
CNB Line of Credit Interest - \$ 791.17  
Pennvest - \$2,148.32  
Pennvest - \$15,529.32  
Pennvest - \$8,580.54  
Pennvest - \$11,718.30

**APPROVAL OF BILLS** - A motion was made by Earl Park and seconded by Jack Fowler to approve bills as presented. Motion carried unanimously by members present.

WATER: \$87,446.46  
WASTEWATER: \$82,789.15  
WATER LINE EXTENSION PROJECT: \$2917.88  
CONTRACT NO.2 PAY APPLICATION #15: \$21,358.52  
JMA draw #73: \$8,066.95  
GD&F INVOICE: \$1200.00

**BUSINESS AFFAIRS** – None

**BOARD DISCUSSION** – There was discussion on the state truck incident located near Clarion Rd. Jack Fowler talked about water meters in Johnsonburg. Chuck DeStephano wanted to thank Travis Long for his assistance.

**COMMENTS FROM VISITORS** – Al Maletto voiced concerns about a previous job JMA performed relative to the Fire Hall parking lot. Al Maletto asked about JMA committees and possible leak on 2<sup>nd</sup> Avenue. Ken Caldwell stated that leak detection did not indicate evidence of a leak on 2<sup>nd</sup> Avenue.

**EXECUTIVE SESSION** – None

**ADJOURNMENT OF MEETING**- Motion made by Rick Charles Destephano and seconded by Kenneth Polaski to adjourn the meeting at 7:20 PM. Motion carried unanimously by members present.

Kenneth Polaski,  
Secretary  
DJN