

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

An executive meeting was held at JMA at 3:00 pm on Wednesday, March 9, 2022, this was prior to the regular board meeting. Personnel and litigation were discussed with no action taken.

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, Corey McCabe, Tracey Mehalko, Adrian Bevacqua, (Andy Johnson - GDF, Travis Long – JHA, and Lisa Hollingworth-Segedy – American Rivers participated by via ZOOM).

**VISITORS** –Joyce Maletto (Johnsonburg Press), Emil Zaunick, Brian Stockman (Ridgway Record), Eric Poague, Dave Leske, Rick and Julee Marzella (Continental Construction).

**VISITOR COMMENTS** – No comments from visitors at the beginning of the meeting.

**APPROVAL OF MINUTES FROM THE FEBRUARY REGULAR MEETING** – A motion was made by Earl Park and seconded by Richard Zeigler to approve meeting minutes from the 2/9/22 regular meeting. Motion carried unanimously by members present.

**MANAGERS REPORT** – Clean-up of house located near new water plant entrance has begun. JMA is applying for multiple grants for water line replacement. Customers are reminded to pay water/sewer bills on time to avoid shut off. New meter installations have begun. JMA will be reaching out to customers per scheduling. Demolition of 510 Glen Hazel has begun. JMA is working on grant opportunities to replace water lines. Additional USDA contingency funds – spending. There was dialogue about the generator at Silver Creek, grants, side by side at WWTP, employee training, and the direction of the organization at JMA.

**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. Confirmation needed on ensuring DEP has Powers Run and Silver Creek WTP's listed as inactive to cease the generation of reporting requirements and that NPDES permit for the Silver Creek WTP has been terminated/inactivated 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. JHA provided an email summary of recent correspondence with Hendricks Screens on possible option for addressing Frazil Ice. Incorporation of a blower unit (est. of approximately \$20,000) was identified as best practice for minimization of icing potential. Further discussions to be had by all on this option. JHA continues correspondence with all parties on the matter of the 12" line and Continental o Payments are recommended to Continental and GD&F for services completed. Payment in full to Continental is not recommended as completion of work was not performed to plans and directives issues. Amount to be paid shall be discussed. **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 (on-track). **WATER:** JHA continues routine correspondence with JMA, operations staff. **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. Flow meter has been calibrated and copy of certificate has been provided to JMA and JHA. Calibration company is the same used by JHA. Chapter 94 report completed and uploaded to DEP (ahead of March 31<sup>st</sup>

deadline). Electronic copies provided to JMA and Chief operator with hard copies in the mail. No hydraulic or organic overloads were noted, and as such no corrective actions required.

**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. JHA has been working in concert with JMA Manager and grants consultant in pursuit of various open grant applications. I commend JMA Manager for the pursuit of said funds for the betterment of JMA and its customers.

**MISCELLANEOUS:** Powers Run Dam Permit issued – Awaiting grant funding opportunities through American Rivers. Continued Correspondence remains ongoing with American Rivers (i.e. Powers Run Dam Breach); information was submitted to Lisa Segedy as needed for funding pursuits. Correspondence remains ongoing and commend Lisa and American Rivers for their continued assistance and offerings to JMA. JHA has continued correspondences with JMA manager in addressing potential buyer questions for Silver Creek.

**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 inside the water treatment building. Building signs were installed however one sign was incorrect and had to be resent. Valve tags have been ordered but still no delivery date yet, the colder weather is not allowing them to perform exterior painting, the trees for the water plant are not available, and the siding for the Silver Creek Vault Structure is still on backorder. Contract No. 2 – Water Treatment Plant, Electrical Construction. Substantially complete per contract with the DEP operating permit. Substantial as of 8/16. Still need to complete the booster station transfer switches and generator plugs. 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. Initially approved by USDA however, Continental has withdrawn their pricing and stated that due to increased costs the amount will need to be adjusted. 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: Power Brooms - \$ 2,249.70. Project Payment Applications and RUS Requisition Approvals: USDA-RD Requisition #78 documentation compiled for the month: Requisition #78 to USDA. JMA Draw #74 - \$ 2,249.70

**SOLICITORS REPORT**– no report

#### **COMMITTEE REPORTS**

- a. Administration – no report
- b. Finance– Water/Sewer Licenses will be tabled until next meeting.
- c. Fire Department– no report
- d. Hiring – no report
- e. Johnsonburg Borough– A report was provided by JMA Borough committee.
- f. Operations– Restroom, replacing door and window at Powers Run Field Office will be tabled until next meeting.

**AMERICAN RIVERS** - Lisa Hollingworth-Segedy from American Rivers gave a presentation on breaching the Dam at Powers Run. Lisa will be attending the board meeting in April.

**OPENING OF SEALED BIDS** – Sealed bids for the purchase of 1845 Long Level Road were opened, bids are as follows:

- Lauren Sallack = \$10,105.00
- Steven Smith = \$121,000.00
- Dan Perri - \$56,501.00
- Dave Leske provided 2 bids (1) \$77,677.60 (2) \$112,777.60

All bids will be reviewed by the JMA finance team.

**AUTHORIZED OFFICIAL RESOLUTION** – A motion was made by Richard Zeigler and seconded by Earl Park to approve JMA Board Secretary and JMA Manager as officials to execute all documents and agreements between JMA and the Commonwealth Financing Authority to facilitate and assist in obtaining grants. Motion carried unanimously by members present.

**APPROVAL FOR DRAW DOWN LOAN FOR WWTP UPGRADE** – A motion was made by Earl Park and seconded by Richard Zeigler to approve that the draw-down loan from CNB of \$335,200.00 for the WWTP upgrade. Motion carried unanimously by members present.

**APPROVAL FOR POWER BROOMS** – Tabled until meeting in April.

**APPROVAL TO PAY FOR 12 INCH LINE OFF 3<sup>RD</sup> AVENUE TANK** – A motion was made by Thomas Weaver and seconded by Earl Park to pay Continental Construction for the installation of the 12-inch line off the 3<sup>rd</sup> Avenue tank in the amount of \$238,795.15. Roll call vote: Richard Zeigler – yes, Kenneth Polaski – yes, Charles Destephano – yes, Thomas Weaver – yes, Earl Park – yes, Jack Fowler – yes, James Reinsburrow – yes. Motion was carried by 7-0 vote.

**APPROVAL TO PAY AMENDMENT TO OWNER-ENGINEER AGREEMENT, AMENDMENT NO. 2** – It is recommended to approve to pay \$15,758.00, AMENDMENT TO OWNER ENGINEER AGREEMENT, AMENDMENT NO. 2 under USDA contingency funds. A motion was made by Jack Fowler to approve as stated. There was not a second, so the motion was withdrawn. A motion was made by Jack Fowler and seconded by Chuck DeStephano to approve to pay \$15,758.00, AMENDMENT TO OWNER ENGINEER AGREEMENT, AMENDMENT NO. 2 under USDA engineering funds. Roll call vote: Richard Zeigler – no, Kenneth Polaski – no, Charles Destephano – yes, Thomas Weaver – yes, Earl Park – no, Jack Fowler – yes, James Reinsburrow – no. Motion was carried by a 4-3 vote. Jim Reinsburrow wants to continue further discussion with GD & F to understand payment. This will be reviewed at meeting in April.

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

## **Johnsonburg Municipal Authority**

Bank Balances as of: 2/28/2022

### **Northwest**

Sewer Money Market - \$ 64,219.78

Payroll - \$ 20,366.40

Water Pennvest - \$ 2,658.98

Sewer Pennvest - \$ 37,853.34

Operating Checking - \$ 129,752.56

Sewer Savings - \$ 76,674.02

Water Savings - \$ 1,103,808.67

### **CNB**

CD - \$ 25,958.55

Savings Acct. - \$ 17,873.10

Water Project Checking (COA) - \$ 270,355.60

Sewer Checking - \$ 9,953.84

Waterline Extension - \$ 12.00

### **February Debt Payments**

CNB Mortgage - \$ 284.86

CNB Line of Credit Interest - \$ 791.53

Pennvest - \$ 2,148.32

Pennvest - \$ 15,529.32

Pennvest - \$ 8,580.54

Pennvest - \$ 11,718.30

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

WATER: \$85,585.96

WASTEWATER: \$37,339.18

WATER LINE EXTENSION PROJECT: \$15,026.86 – \*\*\*this was pd out of general, adj. in March.

**BUSINESS AFFAIRS** – Alley between 1<sup>st</sup> and 2<sup>nd</sup> Avenue continues to be an issue. Andy from GD&F spoke on this issue and will be reaching out to JMA to understand the correction. There was dialog about boring options/contractor quotes to extend the 12-inch line along RT219, this will be reviewed at meeting in April.

**BOARD DISCUSSION** – Jack Fowler elected to relinquish his request to speak on Jones Township sewer rate increase.

**COMMENTS FROM VISITORS** – Dave Leske thanked Dan Newell for helping him review the 1845 Long Level Road property. Brian Stockman commented on the 6 months that Dill Hill has been on a Boil Water Notice. JMA commented that the Boil Water Notice on Dill Hill should be lifted upon completion of required testing. Emil Zaunick had questions on water supply to Dill Hill, Ken Caldwell addressed. Eric Poague thanked Dan Newell for supplying him Right-to-Know information on wages that he requested. Eric Poague commented that previous JMA meeting minutes did not elaborate on customers concerns pertaining to the February JMA meeting. Dialog was had between JMA and Continental Construction pertaining to the installation of the 12-inch line and the concerns of where the line stopped, this will need to be further discussed between Continental and JMA. Public comment was given by Mrs. Marzella.

**EXECUTIVE SESSION** – A motion made by Thomas Weaver and seconded by Chuck DeStephano to enter executive session at 5:12pm. Motion carried unanimously by members present. Personnel was discussed with no action taken. A motion made by Earl Park and seconded by Kenneth Polaski to exit executive session at 6:15pm. Motion carried unanimously by members present. A motion made by Earl Park and seconded by Rick Zeigler to enter regular meeting at 6:16pm. Motion carried unanimously by members present.

**ADJOURNMENT OF MEETING**- Motion made by Rick Zeigler and seconded by Charles Destephano to adjourn the meeting at 6:17pm. Motion carried unanimously by members present.

Kenneth Polaski,  
Secretary  
DJN