

JOHNSONBURG MUNICIPAL AUTHORITY
REGULAR MEETING
WEDNESDAY, MAY 11, 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, Earl Park, Charles DeStephano, Richard Zeigler, Jack Fowler, Thomas J. Weaver, Dan Newell, Richard Brown, Ken Caldwell, Corey McCabe, Tracey Mehalko, (Travis Long - JHA and Andy Johnson - GDF – participated by via ZOOM), Kenneth Polaski – excused.

VISITORS – Rick Marzella – Continental Construction, Joyce Maletto – Johnsonburg Press, Al Maletto, Emil Zaunick, Brian Stockman – Ridgway Record, Kerry Roslinski – Pipe Eye.

EXECUTIVE SESSION – None

APPROVAL OF MINUTES FROM THE PREVIOUS MEETING – A motion was made by Thomas Weaver and seconded by Earl Park to approve meeting minutes from April 13, 2022. Motion carried unanimously by members present.

APPROVAL OF MINUTES FROM THE PREVIOUS MEETING – A motion was made by Earl Park and seconded by Rick Zeigler to approve meeting minutes from April 21, 2022. Motion carried unanimously by members present.

VISITOR COMMENTS – Quinn Cunningham from Geci Accounting gave a presentation on cash flow at JMA

MANAGERS REPORT – Corey McCabe to discuss manhole rehab work at Powers Run and Erie Avenue Kerry from Pipe Eye and Corey will provide information on corrections to the sewer system moving forward. Per JMA Rules and Regulations -Section 2 – Conditions of Service: No persons shall discharge or cause to be discharged any storm water, surface water, ground water, roof runoff, subsurface drainage, cooling water, or unpolluted water to any sanitary sewer. JMA is informing you that this is illegal and if you have an illegal connection this needs to be corrected immediately. This is being closely monitored. Ken Caldwell to discuss intake for new water plant. Tracey Mehalko will provide update on past due accounts. System wide flushing is being performed in the month of May 2022. Flushing is a DEP requirement; Field staff is verifying hydrant conditions and concerns. JMA was audited in the week of May 1, 2022. Report will follow when complete. Solving for “B” has begun at JMA. This is a program to get staff and board members on the same page. Initial meeting was positive. PENNVEST – loan attached to Silver-Creek water plant (back wash tank). JMA will need to pay off approximately \$36K. JMA will utilize funds from the sale of Silver-Creek. 2022 operator exam schedule is out, JMA field staff is being scheduled for tests. PA One Call responses for May = 100%. Paving work is being done to the following roads (week of 5-8-22): Spruce/Penn, Spruce/High, First, Bridge/Bergen, Bridge/First, Bridge/High, Chestnut, Chestnut/First, Bergen. Corey McCabe expressed concerns with infiltration in the sewer system. Kerry From Pipe Eye gave a presentation on the process of how infiltration works and corrections he can make. Ken Caldwell spoke about the intake at the new water plant and corrections needed, his discussion also included an AirBurst/IceBreak System for the intake. Andy Johnson from GD&F and Travis Long from JHA provided supporting data on the intake issue at the new water plant. Jim Reinsburrow asked Andy Johnson if the AirBurst/IceBreak System for the intake will guarantee a fix. Andy responded that nothing is guaranteed, although this is the best possible solution – this was supported by Travis Long. Ken Caldwell also expressed concerns about the possibility of a dam removal located near DOMTAR and how this may affect the water level which in turn will affect the intake for the new water plant, this will need further investigation. Due to Travis Long’s history with JMA Jim Reinsburrow asked for Travis to be involved in discussion on a possible dam removal associated with DOMTAR. Chuck DeStephano asked for Ken Caldwell and Corey McCabe to provide a report for board meetings. Chuck DeStephano thanked Ken Caldwell for training field staff. Chuck DeStephano recommends all field staff wear safety vests when working on repairs, this is good safety practice, JMA will provide vests to all field employees.

ENGINEERS REPORT – CAPITAL IMPROVEMENTS PROJECT (WATER TREATMENT, STORAGE AND DISTRIBUTION) – USDA FUNDED: JHA continues to monitor the punch list finalization/project closeout process. Punch list developed with Chief Operator and GDF, contractors given to 5/28/2022 to be finalized. Decommissioning: o Silver Creek Lagoon and storage tank dewatering/sediment removal is completed. Request for termination of NPDES-IW permit has been made to DEP and acknowledge. Final termination will be 30-days from May 3, 2022, or specifically June 2, 2022. JHA continues correspondence with chief water operator and GD&F on various items pertaining to distribution, intake, and overall operations. JHA/JMA/GDF have been communicating with vendor's, contractors, and team to determine a corrective action approach. Options to be presented to the board for discussion. CAPITAL IMPROVEMENTS PROJECTS (WATER DISTRIBUTION SYSTEM EXTENSIONS AND REPLACEMENTS) – PLANNED PENNVEST FUNDED: Rights-of-Way easements in processing with Solicitor Brown remain ongoing. o 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 (on-track). WATER: JHA continues routine correspondence with JMA, operations staff. WASTEWATER: JHA continues routine correspondence with JMA, operation staff. JHA recent reviewed ELCO's SCADA drawings and program logics and found all items to be in accordance with discussed process and needs of the WWTP. Process upgrades remain ongoing. GRANTS AND FUNDING ASSISTANCE: JHA continues to monitor all grant funding sources and opportunities, in concert with those identified by JMA for review and considerations as applicable. MISCELLANEOUS: Powers Run Dam Permit issued – Awaiting grant funding opportunities through American Rivers. Status Pending

PROJECT ENGINEERS REPORT – WATER System improvement project, Construction Status, Project Status Updates: Contract No. 1 – Water Treatment Plant, General Construction. Contractor has outstanding punch list items to complete. Continue to work towards long term solution to intake screen icing issues. Water Treatment Plant, Electrical Construction: Booster station transfer switches work completed. Contractor has submitted all Contract Closeout Documents for Final Completion with USDA. Water Distribution System Improvements: Contractor has restoration work to be completed. Project Payment Applications and RUS Requisition Approvals. USDA-RD Requisition #79 documentation compiled for the month. Requisition #79 to USDA - Kronenwetter Pay App #16: \$ 16,040.47, GDF Invoice #75: \$ 15,758.00 – Total=\$ 31,798.47

SOLICITORS REPORT- None

COMMITTEE REPORTS –

- a. Administration – no report
- b. Finance– no report
- c. Fire Department– no report
- d. Hiring – no report
- e. Johnsonburg Borough – Chuck DeStephano reported on the following: 510 Glenn Avenue house clean up, planting trees at the new water plant, 109 Grove Street (sidewalk), left over 12-inch pipe along old 219, water line depth at JCC.
- f. Operations– no report

APPROVAL TO PAY CONTINENTAL CONSTRUCTION FOR RESTORATION WORK: A motion was made by Earl Park and seconded by Rick Zeigler to approve payment of \$6,000 to Continental Construction for restoration work for water line extension work along old Route 219. There was 4 Ayes: James Reinsburrow, Charles DeStephano, Richard Zeigler, Jack Fowler, and 1 No Earl Park. Thomas J. Weaver- excused, Ken Polaski - excused

APPROVAL OF TREASURERS REPORT: A motion was made by Earl Park and seconded by Chuck DeStephano to approve the Treasures Report for April 2022. Motion carried unanimously by members present.

Bank Balances as of April 30, 2022 (Financial Snapshot)

Johnsonburg Municipal Authority

Bank Balances as of April 30, 2022

Northwest

Sewer Money Market - \$64,227.30

Payroll - \$ 31,726.34
 Water Pennvest - \$ 2,658.99
 Sewer Pennvest - \$ 37,853.33
 Operating Checking - \$ 261,397.26
 Sewer Savings - \$ 76,680.43
 Water Savings - \$ 864,988.70

CNB

CD - \$ 25,958.55
 Savings Acct. - \$ 15,737.61
 Water Project Checking (COA) - \$ 231,915.54
 Sewer Checking - \$ 9,953.84
 Waterline Extension - \$ 14.00

Debt Payments Due

CNB Mortgage - \$ 284.86
 CNB Line of Credit Interest - \$ 847.20
 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 Rick Zeigler to approve bills as presented. Motion carried unanimously by members present.

WATER: \$65,244.30

WASTEWATER: \$62,021.50

Kronenwetter Pay App #16: \$16,040.47 – this is contingent upon receiving telemetry data on 5-12-22

GD&F INVOICE #75: \$15,758.00

BUSINESS AFFAIRS – A motion was made by Earl Park and seconded by Rick Zeigler to amend the agenda to contract with Pipe Eye to work with Corey McCabe on 6 man-hole repairs and to contract with Global Heavy (ELGIN) on a correction for the intake at the new water plant. Motion carried unanimously by members present. A motion was made by Earl Park and seconded by Chuck DeStephano to approve to contract with Pipe Eye to work with Corey McCabe on 6 man-hole repairs, estimated \$8000.00 for repairs. Motion carried unanimously by members present. A motion was made by Chuck Destephano and seconded by Earl Park to contract with Global Heavy (ELGIN) on a correction for the intake at the new water plant to be paid with USDA contingency money at a cost of \$161,720.25. Motion carried unanimously by members present.

BOARD DISCUSSION –

- Licenses for field staff – Follow current employee handbook until further notice
- Restroom at Powers Run Garage
 - A motion was made by Rick Zeigler and seconded by Jack Fowler to have Earl Park and Jim Reinsburrow install a restroom at the Powers Run Garage at an estimated **material cost** of \$7000.00. Roll Call vote: Jim Reinsburrow – abstain, Earl Park – abstain, Rick Zeigler – yes, Chuck DeStephano – yes, Jack Fowler – yes, Thomas Weaver – excused, Ken Polaski – excused. Motion was approved by majority vote: 3 Yes, 2 abstain, and 2 excused.
- Placement of hydrant on Long Level Road – this is still under review
- Jones Township Sewer rates – This will continue to be monitored closely.
- Request for bids to sell: Kubota UTV and pressure/sucker truck and trailer. JMA will keep the Kubota UTV for the time being and the pressure/sucker truck and trailer will go up for bid.
- Demo of house at 510 Glenn Hazel Road. Per borough this needs completed in 90 days (May 30, 2022). We will need an extension.
 - JMA will be requesting a demo extension with the Borough on this property. Ken Caldwell expects to continue clean-up of the property in the week of 5-15-22

COMMENTS FROM VISITORS – None

EXECUTIVE SESSION – A motion was made by Rick Zeigler and seconded by Earl Park to enter executive session at 6:53 pm. Motion carried unanimously by members present. A motion was made by Rick Zeigler and seconded by Chuck Destephano to exit executive session at 7:13 PM. Motion carried unanimously by members present. Personnel was discussed with authorization to advertise for a potential field worker position with JMA. A motion was made by Rick Zeigler and seconded by Chuck Destephano to enter regular meeting at 7:14 PM. Motion carried unanimously by members present.

ADJOURNMENT OF MEETING- Motion made by Earl Park and seconded by Rick Zeigler to adjourn the meeting at 7:15 PM. Motion carried unanimously by members present.

Kenneth Polaski,
Secretary
DJN