

JOHNSONBURG MUNICIPAL AUTHORITY
REGULAR MEETING
WEDNESDAY, AUGUST 10, 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, Richard Zeigler, Jack Fowler, Kenneth Polaski, Earl Park, Thomas J. Weaver. Charles DeStephano - excused
Dan Newell, Rick Brown, Ken Caldwell, Corey McCabe, Tracey Mehalko, (Travis Long – JHA, participated by via ZOOM). Andy Johnson – GD&F - excused

VISITORS – Joyce Maletto (Johnsonburg Press), Al Maletto, Kyle Paget, JR DePanfilis, Renee Thiry, and Bart O’Leary.

VISITOR COMMENTS ON AGENDA RELATED ITEMS– NONE

EXECUTIVE SESSION – A motion was made by Thomas Weaver and seconded by Jack Fowler to enter executive session at 4:01 pm to discuss former employee’s resignation. Roll call vote: James Reinsburrow- no, Richard Zeigler no, Jack Fowler - yes, Kenneth Polaski - no, Earl Park- no, Thomas J. Weaver - yes. Charles DeStephano – excused. Motion did not pass to enter executive session to discuss former employee’s resignation (4-no, 2=yes, 1-excused). Motion was made by Earl Park and seconded by Rick Zeigler to enter executive session at 4:02 pm to discuss litigation. Roll call vote: James Reinsburrow- yes, Richard Zeigler yes, Jack Fowler - yes, Kenneth Polaski - yes, Earl Park- yes, Thomas J. Weaver - yes. Charles DeStephano – excused. Roll call vote 6=yes, 1=excused. Motion passed by members presents. A motion was made by Rick Zeigler and seconded by Earl Park to exit executive session at 4:34pm, motion carried unanimously by members present. A motion was made by Earl Park and seconded by Rick Zeigler to enter regular meeting, at 4:35 pm, motion carried unanimously by members present. Litigation and personal was discussed with no action taken.

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

MANAGERS REPORT – Pipe from 3rd avenue tank (alongside pull off on old RT219) has been organized. 7-21-22. Auditor was in the week of July 17th. Audit is still in process; completion date has not been given. Organization continues at JMA (prints, manuals, records, and labeling). Demo of the house on 510 Glen Hazel Road, began on 8-5-2022. August 13, 2022, one year mark for operation of the new water plant on 109 first Avenue. Capital needs for JMA: New trucks, Membrane filters, Savings for water and sewer.
SNAPSHOT - Total active EDU accounts for JMA, Sewer commercial = 194, Sewer residential = 987, Water commercial = 200, Water residential = 1099. EDU rates were discussed

WATER REPORT – Marking PA one calls. Complete work orders as needed. Reading water meters. Fixing water leaks as needed. Working with contractors, Engineers on intake upgrade. Working with Engineer, Contractor on punch list items. Bergen alley graded and rolled, discussed paving or tar and chip with Linda Thomas. Needs addressed immediately. House at 510 Glen Ave knocked down. Cell Phone reimbursement problem. Utility Truck found in Brockway. New Hire. Renew Remote pc for the year (Remote access to water plant). Upgrades to programming for DEP. Upgrade to SCADA/telemetry for remote access. List of customers with sump pumps into sanitary sewer. Quote for chlorine building, Silver Creek Pump Station (\$15,330.00). Ken Caldwell expressed concerns with grading/paving the road at the new water plant and there may be possible grant solutions with USDA. Several solutions were discussed on how to manage the road (Bergan Alley) such as borough and JMA contribute to pave, close the ally down, put up barriers – Ken Caldwell will work with Street department to come up with a possible solution. Thomas Weaver asked about the alley by 1st Avenue, as it continues to wash out. Ken Caldwell will begin debris clean up at 510 Glen Hazel Road as soon as possible. Ken Caldwell and Travis Long spoke about the structure at Silver Creek for chlorine.

WASTE-WATER REPORT – 7-7-22 – Shut down clarifier #1. Need to replace rubber seal on piping, West Center pump station was reset by ELCO. Pump station is back up and running. 7-20-22 – All pump stations were sprayed with Orange Blast Degreaser. 7-22-22 – Put manhole disk in paper mill treatment area. Diverts water from sewer lines. 7-25-22 – Ram Industry rebuilt pump #1 and installed it at raw pump station. 7-26-22 – Switched chlorination channels. ELCO replaced electrical circuit at raw pump station. Corey McCabe spoke about electrical surges related to call outs. He also indicated that we need the upgrade from ELCON. Rick Zeiger also spoke about his experiences at his residence, per electrical surges.

ENGINEERS REPORT – CAPITAL IMPROVEMENTS PROJECT (WATER TREATMENT, STORAGE AND DISTRIBUTION) – USDA FUNDED: JHA continues to monitor the punch list finalization/project closeout process. 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-Status Pending. August 13th, 2022 will mark the 12-month operation of the new plant, pursuant to the public water supply permit Innovative Technology status, a report of the plant performance and tabulation/summary of plant performance data is to be compiled and submitted within 15 months of plant start-up. JHA has been working with JMA staff to receive said performance data and compile/summarize for the necessary reporting. JHA/JMA continues to review the COA to ensure all system reports, SOP's, etc. are updated as per the requirements.

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 (on-track). Funding opportunities to be reviewed with lending agencies to identify best available packages.

WATER: JHA continues routine correspondence with JMA and its operations staff. JHA is finalizing the permit amendment package for the chlorination booster system at the Long Level Road station. Documents will be submitted this week for signature and then upload to DEP.

WASTEWATER: JHA continues routine correspondence with JMA, and its operation staff. Monitoring ongoing electrical work at the WWTP and addressing staff questions as needed. JHA continues to provide NPDES reporting oversight and guidance.

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. Meeting had with USDA on 7/18/2022 to review funding opportunities, USDA has opportunities for grant/loan combination. They are interested in funding your water distribution projects. USDA also gave reference to other USDA divisions that may be able to offer assistance for addressing the access road issues at the new water treatment plant, specifically paving. Awaiting those contacts and review of program further to share with the board.

MISCELLANEOUS: Powers Run Dam Permit issued – Awaiting grant funding opportunities through American Rivers. Status Pending. Jim Reinsburrow asked if USDA will pay for the Silver Creek addition (chlorine building). Travis indicated this should not be an issue, but material is 12 weeks out.

PROJECT ENGINEERS REPORT – Construction Status. Project Status Updates. Contract No. 1 – Water Treatment Plant, General Construction. Contractor has been working on outstanding punch list items at the treatment plant. GDF continues to work with Contractor and JMA staff to get outstanding items finished. All materials have been approved for intake screen modifications. Equipment is expected to be delivered early September. Continue to work with operator on any operational issues. Contract No. 4 – Water Distribution System Improvements. All contract close-out paperwork has been submitted and approved by USDA. Trombold Equipment who provided the USEMCO pump stations has agreed to replace damaged flow meter at Dill Hill. Flow meter has been ordered and upon arrival installation will be scheduled. While on site to install flow meter Trombold has agreed to inspect other pump stations for any possible outstanding issues. Project Payment Applications and RUS Requisition Approvals. No requisition or pay applications this month.

SOLICITORS REPORT- NONE

COMMITTEE REPORTS

- a. Administration – NONE
- b. Finance– NONE
- c. Fire Department– NONE
- d. Hiring – Earl Park presented the hiring of JMA laborer
- e. Johnsonburg Borough– NONE
- f. Operations– NONE

APPROVAL OF TREASURERS REPORT (financial snapshot) - A motion was made by Earl Park and seconded Ken Polaski to approve the JULY 2022 treasured report as presented. Motion carried unanimously by members present.

Bank Balances as of: July 2022

Northwest

Sewer Money Market - \$ 64,238.64

Payroll - \$ 42,615.58

Water Pennvest - \$ 37,853.89

Sewer Pennvest - \$ 510.67

Operating Checking - \$ 173,828.08

Sewer Savings - \$ 76,690.10

Water Savings - \$ 795,655.40

CNB

CD - \$ 25,987.34

Savings Acct. - \$ 12,371.56

Water Project Checking (COA) - \$ 237,934.54

Sewer Checking - \$ 9,816.67

Waterline Extension - \$ 14.00

Debt Payments Due

CNB Mortgage - \$ 284.86

CNB Line of Credit Interest - \$ 829.21

Pennvest - \$ 15,529.32

Pennvest - \$ 8,580.54

Pennvest - \$ 11,718.30

APPROVAL TO HIRE A LABORER - A motion was made by Earl Park and seconded Ken Polaski and to approve the hiring of Christopher Everett, for the laborer position at JMA. Roll Call vote: James Reinsburrow- yes, Richard Zeigler yes, Jack Fowler - yes, Kenneth Polaski - yes, Earl Park- yes, Thomas J. Weaver - yes. Charles DeStephano – excused. Motion pass by majority vote 6=yes and 1 excused.

APPROVAL OF RESOLUTION - A motion was made by Earl Park and seconded by Rick Zeigler to approve resolution relative to committee attendance (enclosed resolution 8-10-2022. Roll call vote: James Reinsburrow- yes, Richard Zeigler yes, Jack Fowler - yes, Kenneth Polaski - yes, Earl Park- yes, Thomas J. Weaver-no. Charles DeStephano – excused. Motion passed by majority vote: 5=yes, 1=no, 1=excused.

Thomas Weaver stated that he did not agree with the resolution for the manager to be involved in all committee meetings. Earl Park made comment that he believes that the manager should always be involved in all committee meetings. Ken Caldwell and Corey McCabe made comments that they believe some board members are not following a chain of command. People should go to Dan Newell - manager first and then to Jim Reinsburrow – chairman if needed. They would like for the board and JMA staff to be on the same page to avoid unnecessary conflicts. Rick Brown pointed out about working together, following hierarchy and chain of command to aid in productive meetings.

APPROVAL OF JMA REPORT MODIFICATION - A motion was made by Jack Fowler and seconded by Earl Park to approve the JMA report modification proposal for DEP reporting. Motion carried unanimously by members present

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: \$55,556.82

WASTEWATER: \$84,378.50

BUSINESS AFFAIRS – JMA is seeking quotes to make corrections to the concrete steps on Blain Avenue.

BOARD DISCUSSION – None

COMMENTS FROM VISITORS – Eric Poague -was not present. Renee Thiry, inquired about land behind the old Powers Run water plant and the potential sale of. Jim Reinsburrow commented that no decisions have been made. Rick Brown commented that this would need researched as well.

EXECUTIVE SESSION – None

ADJOURNMENT OF MEETING- Motion as made by Rick Zeigler and seconded by Ken Polaski, to adjourn the meeting at 5:17 PM. Motion carried unanimously by members present.

Kenneth Polaski,
Secretary
DJN