

JOHNSONBURG MUNICIPAL AUTHORITY
REGULAR MEETING
WEDNESDAY, SEPTEMBER 14, 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.

Dan Newell, Rick Brown, Ken Caldwell, Tracey Mehalko, (Travis Long - participated by via ZOOM).

Thomas J. Weaver-excused

VISITORS – Joyce Maletto (Johnsonburg Press), Al Maletto, Emil Zaunick, Linda Tillack and JR Depanfilis.

VISITOR COMMENTS – NONE

EXECUTIVE SESSION – A motion was made by Earl Park and seconded by Rick Zeigler to enter executive session at 4:01 pm to discuss personnel and litigation. Motion carried unanimously by members present. A motion was made by Rick Zeigler and seconded by Earl Park to exit executive session at 4:36 pm, motion passed by members present. A motion was made by Earl Park and seconded by Rick Zeigler to enter regular meeting, at 4:37 pm, motion carried unanimously by members present. Litigation and personnel were discussed with no action taken.

APPROVAL OF MINUTES FROM THE PREVIOUS MEETING – A motion was made by Earl Park and seconded by Rick Zeigler to approved meeting minutes from the 8-10-22 JMA Board meeting. Motion carried unanimously by members present.

MANAGERS REPORT –Welcome Chris Everett to the JMA team. Chris's function will be a field laborer. I want to say thank you to the entire JMA crew. They are out at all times of the day and night in all kinds of weather to keep Johnsonburg in service, including being called out on their days off. A thanks goes out to the JMA Office Administrator for keeping the office on track. Good work to all of you! 2021 Compliance report was received by DEP on 8-16-22. The house on 510 Glen Hazel Road continues to be cleaned up. Purchase (5) GP17500E Generators in place of (5) GP155EF1, for pump stations. Supplier is offering upgrade at no additional charge. Purchase of generators was already approved in 2021 through USDA/JMA board. Met with the Johnsonburg Borough committee and the JMA Johnsonburg Borough Committee on September 7, 2022. Open communication was had on projects and concerns. The meeting was productive and both committees plan to continue these meetings on a quarterly basis. Plan is to use remaining USDA contingency funds towards valves and hydrants. Remaining funds estimated \$100k. Plan is to have Ken Caldwell prepare a list for corrections/replacements needed in the system and to have this ready for the October 2022 board meeting. The board already has approved to use remaining contingency funds towards valves and hydrants, but this will have to be finalized with USDA. M&M Contracting began work on 9-12-22 to the damaged steps on Blaine Avenue. The JMA 2021 Audit is being finalized and the report is expected to be released within the next couple of weeks.

WATER REPORT – Working on water leaks (numerous). Continue to work on punch list items. Working with contractor on ice/bubble system. Contractor started Monday the 12th on project, old compressor removed, and new compressor installed. Ken spoke on new compressor at water plant, showed pictures of unit and provided updates of install. He feels contractors are moving along well on install. Working on new piping for the system. More updates to follow as work progresses. Overtime pay, for call outs. Bagged hydrants, JCC hydrant. Discussion on previous employees. Contingency money remaining will be used for fittings, air release, tie-ins, and valves/hydrants. House demolition progress is about halfway done. Safety concerns, equipment, committee (safety ladders and platforms at sewer plant). Ken spoke on safety upgrades at WWTP. Ken stated a JMA safety committee at JMA would be helpful. Steps repaired at Blaine, waiting on cement to cure to install railing. Cement replaced at entrance of DOMTAR (leak on main line). Water production reduced by 50%. Hydrant in front of JCC is being planned to be replaced. Hydrant flow concerns were discussed.

WASTE-WATER REPORT – Emergency dig plan for weekends and holidays. Ken spoke about this and is concerned on how emergencies will be dealt with. This will be looked into, although Ken and Corey will have to give the go ahead for any one other than them to break ground (dig). 8-4-22, Replaced back flow valve at Johnson Run Pump station. Also, other back flow valve ordered. Called EG controls to order replacement gage 2300 at main injector. Go to engineer, new one. 8-5-22, Kincade Construction fixed erosion problem on Johnson Run Road. 8-9-22, ELCO in to install rebuilt PCV control in chlorine building. 8-17-22, ELCO replaced 4-20 splitter at raw pump station to bring it back into auto controls. 8-22-22, ELCO changed bubbler air monito system in main electrical box at main injector station. 8-24-22, Pipe-eye in to wash and grout leaking manholes on Powers Avenue, Samsal Avenue and Erie Avenue. Machine broke down for 2 days. Pipe-eye finished up. Corey is stating he needs another field worker.

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 finalization of funding resources. JHA per request of JMA provided GDF with cost and equipment cut sheets for the chlorine booster station as is proposed for addition to silver creek booster station for requisitioning. The innovative technology report as required for submission month 13 after facility start-up has been composed and is being submitted to DEP on 9/13/2022. Copies have been provided to JMA. 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) o Funding opportunities to be reviewed with lending agencies to identify best available packages. WATER: JHA continues routine correspondence with JMA and it operations staff Permit amendment package for the chlorination booster system at the Long Level Road station has been submitted. SOP's have been updated as per COA requirements. WASTEWATER: JHA continues routine correspondence with JMA, and its operation staff. Monitoring ongoing electrical work at the WWTP and addressing staff questions as needed. Form 43 annual renewal correspondence has been drafted and submitted to Nobel Environmental. 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. MISCELLANEOUS: Powers Run Dam Permit issued – Awaiting grant funding opportunities through American Rivers. Status Pending. Rick Zeigler inquired about COVID 19 monies for infrastructure and Travis stated that it is still not known how this will be distributed.

PROJECT ENGINEERS REPORT – WATER System improvement project. 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. Contractor working on intake screen modifications. Contract No. 4 – Water Distribution System Improvements. Trombold Equipment replaced damaged flow meter at Dill Hill Pump Station and verified operation of other pump stations. Project Payment Applications and RUS Requisition Approvals. Assembled information from Authority into Payment requisition #82 for extras associated with chlorine feed building/equipment at Silver Creek Pump Station, plate compactor and valve marker posts. Requestion #82-Authority Contingency Funds-\$31,502.97.

SOLICITORS REPORT- NONE

COMMITTEE REPORTS –

- a. Administration – NONE
- b. Finance– NONE
- c. Fire Department– NONE
- d. Hiring – NONE
- e. Johnsonburg Borough– Earl Park stated JMA and the Borough met and keeping open communication and hopes to continue meeting quarterly.
- f. Operations– NONE

APPROVAL OF TREASURERS REPORT (financial snapshot) - A motion was made by Earl Park and seconded Ken Polaski to approve the Bank Balances as of: August 31,2022 as presented. Motion carried unanimously by members present.

Northwest

Sewer Money Market - \$ 64,242.46

Payroll - \$ 64,264.65

Sewer Pennvest - \$ 37,853.96

Water Pennvest - \$ 510.67

Operating Checking - \$ 154,926.89

Sewer Savings - \$ 76,693.36

Water Savings - \$ 815,639.27

CNB

CD - \$ 26,016.16

Savings Acct. - \$ 11,232.19

Water Project Checking (COA) - \$ 231,915.54

Sewer Checking - \$ 9,816.67

Waterline Extension - \$ 14.00

Debt Payments Due

CNB Mortgage - \$ 284.86

CNB Line of Credit Interest - \$ 856.84

Pennvest - \$ 15,529.32

Pennvest - \$ 8,580.54

Pennvest - \$ 11,718.30

FERRAGINE FUNERAL HOME – SIDEWALK, STEPS AND HAND RAILING DAMAGE: A motion was made by Jack Fowler and seconded by Earl Park to approve to repair steps/hand railing per the Ferragine Funeral Home. After further discussion on this topic, Jack Fowler and Earl Park decided to rescind their motion until further review. This will be tabled until a further date.

MMO – JMA PENSION PLAN FOR 2023: A motion was made by Earl Park and seconded by Rick Zeigler to approve the 2023 MMO for the JMA pension plan as presented. Motion carried unanimously by members present.

PLATE TAMPER: A motion was made by Earl Park and seconded by Rick Zeigler to approve the purchase of a plate tamper in the amount of \$2995.00 under USDA contingency funds. Motion carried unanimously by members present.

USA BLUE BOOK PURCHASES: A motion was made by Earl Park and seconded by Rick Zeigler to approve the purchase: poly drum truck, vertical tank, water valve decals, and marking posts in the amount of \$3698.40 under USDA contingency funds. Motion carried unanimously by members present.

CALL OUT PAY: A motion was made by Earl Park and seconded by Ken Polaski to approve one- and one-half times pay on a CALL-OUT for a JMA hourly employee. 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:\$53,839.79

WASTEWATER: \$40,576.15

BUSINESS AFFAIRS –

BOARD DISCUSSION –

COMMENTS FROM VISITORS –

EXECUTIVE SESSION – None

ADJOURNMENT OF MEETING- Motion made by Rick Zeigler and seconded by Ken Polaski, to adjourn the meeting at 5:13 PM. Motion carried unanimously by members present.

Kenneth Polaski,
Secretary
DJN