

**JOHNSONBURG MUNICIPAL AUTHORITY**  
**REGULAR MEETING**  
**WEDNESDAY NOVEMBER 10, 2021**

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, Dennis Asti, Kenneth Polaski, Earl Park Thomas J. Weaver, Dan Newell, Richard Brown, Ken Caldwell, Adrian Bevacqua, Corey McCabe, Tracey Mehalko, Mary Leland, Josh Gunnett - GDF, (Travis Long - JHA and Andy Johnson - GDF – participated by via ZOOM).

**VISITORS** –Al Maletto (Johnsonburg Press), Emil Zaunick, Rick Marzella, Jack Fowler

**VISITOR COMMENTS** – James Reinsburrow asked Al Maletto about heat tape on Venners Island bridge. Al Maletto commented that the Borough wants to sell the bridge but does not know when this will happen. There was a discussion about what may need to be done in the future with the bridge.

**EXECUTIVE SESSION** – NONE

**APPROVAL OF MINUTES FROM THE PREVIOUS MEETING** – The minutes of the regular meeting on October 13, 2021, was approved as presented. Motion made by Earl Park and seconded by Richard Zeigler; motion carried unanimously by members present.

**MANAGERS REPORT** – Open enrollment for employee benefits, 11-1-21 thru 11-19-21. Boil Water Notice is still in effect for Dill Hill (homes above Dill Hill tank). Residents, please continue to call into the JMA office and provide contact information. Gave presentation on the JMA water system to the Rotary Club on Monday, 11-1-21. JMA has collected \$17,077.41 from the October 2021 arrearage collections. Tracey Mehalko, spoke about how customers have paid down on arrearages and past balances and payment plans are being set up. Discussion between JMA's Solicitor and Jones Twp. Solicitor has begun, this is pertaining to sewer rates with Jones Township. Reminder to water and sewer customers. If you are past due on your water and sewer bill, contact the JMA office to avoid service shut off. The JMA office will be closed on Friday November 12, 2021. Board, please see proposed 2022 budget for your review, I will put on agenda for December 2021. Take some time to review and provide input.

Recommendations: Continue to discuss the sewer plant upgrade, Compensate ON-CALL person \$1.00 per hour for carrying, JMA provide a boot allowance of \$300.00 per year to all staff, Corey will talk about Jetter-Truck and Sucker-Trailer – Corey recommends we no longer use the Jetter-Truck and Sucker-Trailer due to the poor shape and age of the equipment. Start to look at a new ½ ton pick-up truck/trucks. There was a lot of discussion about JMA improvements such as: storage facilities, utilizing current structures, improving current buildings. Discussion on locating water lines. JMA team will continue to have further discussions on managers recommendations. Discussions on potentially looking at high school students that may be interested in joining the JMA team.

**ENGINEERS REPORT** – CAPITAL IMPROVEMENTS PROJECT (WATER TREATMENT, STORAGE AND DISTRIBUTION) – USDA FUNDED: JHA will continue to provide any assistance in the finalization/closeout process as applicable. JHA will also be working with JMA to decommission the existing facilities and ensure compliance attainment with the COA. To date the main items of the decommissioning conditions have been satisfied, therein being cutting and capping of lines, deenergizing where required. Further decommissioning will be necessary but shall be done when staffing is available (complete dewatering of tanks, sludge removal, well pump extraction, chemical removal, etc.). JHA continues correspondence with chief water operator on system debugging and operations. Rights-of-Way easements in processing with Solicitor Brown remain ongoing. JHA and Solicitor Brown continue to address easements for the water line extension. Permitting packages being finalized.

CAPITAL IMPROVEMENTS PROJECTS (WATER DISTRIBUTION SYSTEM EXTENSIONS AND REPLACEMENTS) – PLANNED PENNVEST FUNDED:

**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 items remain ongoing (i.e. monitoring plans, SOP's for new system need to be developed and will work with Ken on this task). JHA has transitioned all reporting over to JMA staff, and simply provides QA/QC reviews and guidance as needed for compliance. General correspondences remain ongoing.

**WASTEWATER:** JHA continues to correspond with operation staff on optimization of facility, questions/comments and any general items of discussion as needed. Worked with Chief Wastewater Operator on annual Form 43 analysis (associated with material disposal at landfill).

**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. 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.

**MISCELLANEOUS:** Powers Run Dam Issues – JHA has submitted permits to DEP for Breach Permit and compliance attainment. DEP is reviewing as they had one comment thus far, and that was questioning the stream profile and while there was a sharp drop in the streambed profile. This is likely the result of historical dredging and unauthorized expansion of the impoundment area. DEP has asked for additional survey to validate the stream conditions (work to be performed 11/9-11/10). Regrading of the streambed can occur to address this issue as part of the breach process. Approval Status Pending. Recommendation to sell the generator at Silver Creek water plant.

**PROJECT ENGINEERS REPORT – WATER SYSTEM IMPROVEMENT PROJECT:** 1. Construction Status a. Project Status Updates. Contract No. 1 – Water Treatment Plant, General Construction 1. Substantially complete per contract with the DEP operating permit. Substantial as of 8/16. 2. Work on the rehabilitation on the existing 3rd Ave Tank began the week of 7/30. Began blasting on 8/5. 60% through the blasting. Only found one hole and based on the tank condition believe they may run into additional holes as the blasting continues. Began the repainting of the tank. Exterior painting only the roofing remains. 3. Contractor working to address punch list items. Contractor completed the sidewalk in front of the plant and installed the final stone alleyway on Bergen. 4. AOP was on site to work on CIP valves and adding sampling taps. AOP was on site to address issues with IT tests. Contract No. 2 – Water Treatment Plant, Electrical Construction 1. Substantially complete per contract with the DEP operating permit. Substantial as of 8/16. 2. Continuing to install electrical door openers and security cameras. Contract No. 3 – Water Storage Tank Work. Work is substantially complete per USDA inspection on May 26, 2021. Contract No. 4 – Water Distribution System Improvements 1. Contractor completed installing/replacing valves at locations determined by the Authority. 2. A second list of valves and hydrants is in process to have Continental install. 3. Change Order No. 9 the Final Balancing Change Order needs to be officially voted on and approved. Payment was approved at the 9/8/2021 meeting but the Change Order was not. To avoid any auditing issues, Change Order 9 in the amount of \$60,635.82 should be approved this month. 4. The Authority reports that the easements have been signed and an HOP permit will be submitted to begin construction on the 12" line. 2. Project Payment Applications and RUS Requisition Approvals. USDA-RD Requisition #74 documentation compiled for the month. Requisition #74 to USDA i. Contract No. 1 Pay App #25 - \$ 29,200.00. Contract No. 3 Pay App #10 - \$ 1,000.00. Contract No. 4 Pay App #14 - \$ 136,793.17. GDF Invoice #71 - \$4,989.00. Total \$171,982.17. 3<sup>RD</sup> Avenue tank is currently filling. Josh Gunnett told the JMA team that he will be resigning from GD&F on Friday, 11-12-21. Andy Johnson for GD&F will be taking his place to close out the Water Plant project.

**SOLICITORS REPORT-** Silver Creek is being surveyed. JMA will need to look at options with the potential sale of this property in the future.

**COMMITTEE REPORTS –**

- a. Administration – no report
- b. Finance– no report
- c. Fire Department– no report
- d. Hiring – Hiring of Distribution Technician
- e. Johnsonburg Borough– no report
- f. Operations– no report

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

WATER: \$96,217.67  
 WASTEWATER: \$54,384.18

JMA Engineer

- Sewer \$284.63
- Water \$3,934.25

CONTRACT NO.1 PAY APPLICATION #25: \$29,200.00  
 CONTRACT NO.3 PAY APPLICATION #10: \$1,000.00  
 CONTRACT NO.4 PAY APPLICATION #14: \$136,793.17  
 GD&F INVOICE #71: \$4,989.00

**OPENING OF SEALED BIDS FOR LAB WORK FOR 2022** – All bids were rejected due to irregularities. Request for Lab Work will be sent out for bid again.

**OPENING OF SEALED BIDS FOR RESTORATION WORK FOR 2022** – No bids came in. Request for Restoration Work will be sent out for bid again.

**OPENING OF SEALED BIDS FOR EMERGENCY EXCAVATION WORK FOR 2022** - No bids came in. Request for Restoration Work will be sent out for bid again.

**OPENING OF SEALED BIDS FOR CHEMICALS FOR 2022** – Current bids for Chemicals will go to Water/Sewer Chief and operations team for review. Recommendation will be brought to the board after review.

**APPROVAL TO APPLY HEAT TAPE TO VENNERS ISLAND BRIDGE** – This will be tabled till a future board meeting. This is due to information from the Borough, regarding the potential sale of the bridge.

**APPROVAL FOR CHANGE ORDER NUMBER #9** – A motion was made by Earl Park and seconded by Richard Zeigler to approve change order #9 for \$60,635.82 to Continental Construction. Motion carried unanimously by members present.

**APPROVAL FOR ADDITIONAL VALVE AND HYDRANT WORK** - A motion was made by Earl Park and seconded by Richard Zeigler to approve additional valve and hydrant work, contingent on USDA approval and pricing. Motion carried unanimously by members present.

<u>qty</u>	<u>size</u>	<u>location</u>
1	4"	1st and Chestnut
1	6"	2nd and Chestnut
2	6"	2nd and Bridge
2	6"	3rd and Bridge
2	4"	Shawmut (Dead End)
1	4"	Ridgway Alley
1	4"	Short - between 1st and High
1	4"	4th and Bridge
2	4"	High and Cobb

Tie in 8" @ shop (powers Run) - (2) 8" valves and (1) hydrant
---

(1) hydrant - 1st Ave - between Bridge and Spruce
(1) hydrant - 1st Ave - between Cobb and Short

**APPROVAL TO PROVIDE A TURKEY FOR THANKSGIVING FOR JMA STAFF** – A motion was made by Earl Park and seconded by Richard Zeigler to amend the purchase a turkey for JMA staff and offer a \$35.00 gift certificate from Elk County Foods; motion carried unanimously by members present. A motion was made by Earl Park and seconded by Chuck DeStephano to approve the \$35.00 gift certificate from Elk County Foods; motion carried unanimously by members present.

**APPROVAL TO PURCHASE GENERATORS** – A motion was made by Chuck DeStephano and seconded by Thomas Weaver to purchase 5 generators per recommendation of GD&F in the amount of \$20,561.00 under USDA monies. Motion carried unanimously by members present.

**APPROVAL OF TREASURERS REPORT (financial snapshot)** - A motion made by Earl Park and seconded by Thomas Weaver to approve the 10-31-21 treasurers report as presented; motion carried unanimously by members present.

Northwest

Sewer Money Market - \$64,205.00

Payroll - \$6,485.80

Water Pennvest - \$2,658.95

Sewer Pennvest - \$37,852.14

Operating Checking - \$317,337.82

Sewer Savings - \$76,656.79

Water Savings - \$1,155,819.77

CNB

CD - \$25,902.01

Savings Acct. - \$22,112.15

Water Project Checking (COA) - \$282,104.59

Sewer Checking - \$9,953.84

Waterline Extension - \$12.00

August Debt Payments Due

CNB Mortgage - \$284.84

Pennvest - \$2,148.32

Pennvest - \$15,529.32

Pennvest - \$8,580.54

Pennvest - \$11,718.30

**BUSINESS AFFAIRS** – Ken Caldwell talked about the installation of the 12” line from the 3<sup>rd</sup> Ave. tank. He presented a solution, looking forward, on the installation of an additional T at the 3<sup>rd</sup> Ave. tank. Rick Marzella from Continental was present to confirm cost and installation. The JMA team collectively agreed that Caldwell’s idea was a smart decision looking ahead. The cost for the upgrade is \$3,975.09 for parts. Continental indicated that installation cost will not be an issue. A motion was made by Denny Asti and seconded by Richard Zeigler to vote to add to the agenda the additional T at the 3<sup>rd</sup> Ave. tank; motion carried unanimously by members present. A motion was made by Richard Zeigler and seconded by Chuck DeStephano to purchase the additional T at the 3<sup>rd</sup> Ave. tank; motion carried unanimously by members present. Discussion was had on who will monitor the road to the new water plant during winter months. Al Maletto stated that he would have to take it to a Borough meeting and the possibility of putting anti-skid on the road would be discussed. The house on 510 Glenn Hazel Road, which JMA has purchased, was discussed and steps moving forward will be reviewed by the JMA team.

**BOARD DISCUSSION** – Denny stated that his term at JMA is up after next month. Denny Asti spoke about former employees and unemployment. He spoke about past practices and data at Sewage Treatment Plant.

**COMMENTS FROM VISITORS** – Al Maletto asked a question on the JMA P&L statement pertaining to a negative amount in water for the month of October. Dan Newell explained that this was due to the amount paid to Dean Construction for the work that was performed pre paving project.

**EXECUTIVE SESSION** – None

**ADJOURNMENT OF MEETING**- Motion made by Rick Zeigler and seconded by Chuck DeStephano to adjourn the meeting at 5:45 PM. Motion carried unanimously by members present.

Kenneth Polaski,  
Secretary

DJN