

JOHNSONBURG MUNICIPAL AUTHORITY
REGULAR MEETING
TUESDAY, APRIL 21, 2020

The meeting was called to order at 5:34 P.M. by Chairman James Reinsburrow via Zoom.

EXECUTIVE SESSION – Motion made Richard Zeigler and seconded by Thomas J. Weaver at 5:34 P.M. to discuss personnel; motion carried unanimously.

Motion made by Richard Zeigler and seconded by Charles DeStephano to exit executive session and enter regular session at 6:04 P.M.; motion carried unanimously.

ROLL CALL – In attendance were Charles DeStephano, Kenneth Polaski, Richard Zeigler, James Reinsburrow, Thomas J. Weaver, Earl Park, Dennis Asti, Richard Brown, Kerri Shaffer, and D.J. Haupright, Erica Hoffman, Josh Gunnett, and Travis Long

APPROVAL OF MINUTES FROM THE PREVIOUS MEETING- The minutes of the March 18, 2020 Regular Meeting was approved as presented. Motion made by Richard Zeigler and seconded by Dennis Asti; Roll call vote; Richard Zeigler- yes, Kenneth Polaski-yes, Charles DeStephano-yes, Thomas J. Weaver-yes, Earl Park-yes, Dennis Asti-yes, James Reinsburrow-yes. Motion carried unanimously.

VISITORS- Al Maletto, Joyce Maletto (Johnsonburg Press Reporter) J.R. Depanfilis, Jack Fowler, Brian Parana, Brian Stockman (Ridgway Record Reported) to miscellaneous guest.

VISITORS COMMENTS- None

MANAGER'S REPORT- None

ENGINEER'S REPORT – Travis is waiting for PADEP on the AOP approvals. JHA is working on easements for the Waterline Extension Project. JHA has reviewed the sewer issues with Ryan Miller stemming from the Community Center work. JHA has recommends conducting a CCTV via a certified contractor to carefully evaluate the condition and accurately identify the areas of concern. JHA also recommends survey grade determination of invert elevations. JHA has been in in discussions with chemical supplier to evaluate the incorporation of a biological agent to break down the fats, oils, and greases. DJ Haupright suggested investigating the sewer line behind D&D Auto as an alternative location. The NPDES Permit will start the renewal process in 2021 for wastewater.

PROJECT ENGINEER'S REPORT- Contractors were off for two weeks due to the Covid-19 Government Shutdown and are now back to work but instructed to practice social distancing. Contact No. 1 has completed the water test on the clearwell and are beginning to form for the elevated slab, flocculation tank mat foundation and wall pours continuing, working on the backfill of the clearwell, pouring for the footer of the control building slab on grade and retaining wall portions. High steam flows have paused the construction on the intake screens. Contract No. 2 began laying out conduit in the elevated slab. The electrical contract is not straightened out. If Continental does not like the decision, they can file an appeal with the Authority. Contract No. 3 delivered the Third Avenue tank prior to the Covid-19 Shutdown. Contract No. 4 Notice-to-Proceed was signed and returned to the contractor on 04/09/2020. Requisition #54 to USDA in the amount of \$428,822.59.

SOLICITOR'S REPORT- None

FOREMAN'S REPORT – A discussion was had on the Weekend Checks and what they consisted of. The newer employees have started their rotations of on-call weekends. The Authority purchased stone from J.M. DeLullo's.

COMMITTEE REPORTS –

- a. Administration- None
- b. Finance- None

- c. Fire Department- None
- d. Hiring- Waiting for the Covid_19 Shutdown to ease up. Interviews could possibly be conducted by May 8, 2020,
- e. Johnsonburg Borough- None
- f. Operations- None
- g. Union- None

APPROVAL OF TREASURER’S REPORT-

Revenue Fund- Water & Sewer	\$ 228,480.48
Municipal Savings Account- Water	\$ 918,144.01
Municipal Savings Account- Sewer	\$ 66,475.17
Insured Money Funds	\$ 64,096.90
Payroll Fund	\$ 12,851.95
Certificate of Deposit-Sewer- CNB	\$ 25,741.80
Hunt Water Sales-CNB-Savings	\$ 23,204.51
Line of Credit- Checking	\$ 25,450.01

Motion made by Earl Park and seconded by Charles DeStephano to accept the Treasurer’s report for March 31, 2020, as presented and placed on file for audit; motion carried unanimously.

APPROVAL OF BILLS-

Revenue Fund- Water \$32,205.41

A motion was made by Earl Park and seconded by Richard Zeigler to approve the water bills. Motion carried unanimously

Revenue Fund- Sewer \$21,285.78

A motion was made by Richard Zeigler and seconded by Earl Park to approve the sewer bills. Motion carried unanimously.

COA \$8,251.64

A motion was made by Earl Park and seconded by Richard Zeigler to approve the COA bills. Motion carried unanimously.

Project Engineer \$18,948.00

A motion was made by Earl Park and seconded by Charles DeStephano to approve the Project Engineer bills. Motion carried unanimously.

Contact No. 1 Pay Application \$140,172.50

A motion was made by Earl Park and seconded by Charles DeStephano to approve the Contract No. 1 Pay application bills. Motion carried unanimously.

Contact No. 3 \$261,450.45

A motion was made by Earl Park and seconded by Charles DeStephano to approve the Contract No. 3 Pay application bills. Motion carried unanimously.

Waterline Extension Project \$30,217.78

A motion was made by Earl Park and seconded by Richard Zeigler to approve the Waterline Extension bills. Motion carried unanimously.

BUSINESS AFFAIRS –

It is recommended to (approve/not approve) the having the meetings on Zoom until further notice. Motion made by Thomas J. Weaver and seconded by Richard Zeigler to approve having the meeting on Zoom until further notice. Motion carried with Earl Park voting No.

Motion made by Dennis Asti and seconded by Thomas J. Weaver to disapprove the temporary policy 04212020. Roll call vote; Richard Zeigler- no, Kenneth Polaski-no, Charles DeStephano-no, Thomas J. Weaver-yes, Earl Park-no, Dennis Asti-yes, James Reinsburrow-no. Motion denied.

Motion made by Earl Park and seconded by Charles DeStephano to approve mandating employee to follow the Governors Order per Covid-19 Shutdown. Roll call vote; Richard Zeigler- yes, Kenneth Polaski-yes, Charles DeStephano-yes, Thomas J. Weaver-yes, Earl Park-yes, Dennis Asti-no, James Reinsburrow-yes. Motion carried.

It is recommended to approve opening a new checking account at CNB Bank for the Waterline Extension Project. Motion made by Richard Zeigler and seconded by Thomas J. Weaver to approve opening a new checking account at CNB Bank for the Waterline Extension Project. Motion carried unanimously.

BOARD DISCUSSION- Dennis Asti asked if the Authority is providing protective gear for the employees. DJ Haupright informed Mr. Asti that Sanitizers, mask, gloves, and thermometers have been ordered.

COMMENTS FROM VISITORS- None

EXECUTIVE SESSION –Motion made by Richard Zeigler and seconded by Kenneth Polaski to enter executive session to discuss personnel at 7:32 PM. Motion carried unanimously.

Motion made by Richard Zeiger and seconded by Charles DeStephano to exit executive session and enter regular session at 8:13 PM. Motion carried unanimously. No decision was made.

ADJOURNMENT OF MEETING- Motion made by Richard Zeigler and seconded by Charles DeStephano to adjourn the meeting at 8:14 PM. Motion carried unanimously.

Kenneth Polaski,
Secretary