**JOHNSONBURG MUNICIPAL AUTHORITY**

**REGULAR MEETING**

**WEDNESDAY FEBRUARY 10, 2021**

The meeting was called to order at 4:00 P.M. by Chairman James Reinsburrow, followed by Pledge of Allegiance and moment of silence.

**ROLL CALL** – In attendance were James Reinsburrow, Richard Zeigler, Charles DeStephano, Dennis Asti, Kenneth Polaski, Earl Park, Thomas J. Weaver, Dan Newell, Richard Brown, Ken Caldwell, Kerri Shaffer, Erica Zimmerman. Travis Long, and Josh Gunnett via Zoom). Douglas J. Haupright excused.

Motion made by Charles DeStephano and seconded by Earl Park to rescind the previous motion to raise water/sewer rates 2.5% each at the January 19, 2021 meeting. Motion carried unanimously.

**APPROVAL OF MINUTES FROM THE PREVIOUS MEETING**- The minutes of the January 19, 2021 Regular Meeting was approved as presented. Motion made by Dennis Asti and seconded by Thomas J. Weaver; motion carried unanimously.

**APPROVAL OF MINUTES FROM THE SPECIAL MEETING**- The minutes of the January 22, 2021 Special Meeting was approved as presented. Motion made by Charles DeStephano and seconded by Thomas J. Weaver; motion carried unanimously.

**VISITORS**- Brian Stockman (Ridgway Record Reporter) Al Maletto and Joyce Maletto (Johnsonburg Press Reporter), and Bryan Parana.

**VISITORS COMMENTS**- None

**MANAGER’S REPORT****-** Trackers were removed from the JMA vehicles. Rate increases will go in effect March 1, 2021. JMA is currently working on water usage reductions at the Powers Run facility. Act 13 Grant has been submitted for replacement meters. Lisa Baughman for PA DEP was in on January 27, 2021 per the COA. Past water/sewer bills continue to be an issue and delinquent accounts are being addressed. New Pump Station startups have begun, and the 3rd Avenue water tank is expected to begin filling on Wednesday, February 10, 2021. The water/sewer bills were discussed on how late fees are added and what can be done to help the customers. The board was informed there are multiple ways a customer can pay their bills and if they pay online at the Bank, they need to pay the beginning of the month to make sure the payment gets there before the fifteenth of the month. Third Avenue tank is being filled and will sit for 48hrs. and then tested. If the test is good the water will be put into the distribution system.

**ENGINEER’S REPORT** – JHA and Solicitor Brown continue to address easements for the Waterline Extension Project and permitting packages still await approval. JHA will assist in sample collection in the coming week or two with JMA staff. All reports have been submitted in accordance and on time for January 2021. JHA is working with JMA staff to complete the Annual Chapter 94 waste load manage report. JHA continues to work with the Authority and PA DEP to address Breach Permit and compliance attainment. Draft scheduled submitted to DEP and status is pending.

**PROJECT ENGINEER’S REPORT-** Contract No. 1- Intake Building- continued installing mechanical, HVAC, and plumbing equipment. Flocculation Tank- Started up flocculation tank mixers, started up sedimentation tank sludge collectors, and installation check on slide gates. Control Building- Continued installing mechanical, HVAC, and plumbing equipment, AOP to be onsite this week to go over I/O points and AOP to be on site the week of February 22, 2021 thru February 26, 2021 to go over SCADA system prior to March startup. Site Work- On hold until Spring. Contract No. 2- Connecting equipment as they are installed, and Third Avenue Tank mixer powered. Contract No. 3- 3rd Avenue complete, began filling the tank February 10, 2021. Silver Creek-Tank is erected but still waiting on item to finish ladder and complete install. Contract No. 4- Original contract waterlines are complete. Change Order #3 for Mary Street Replacement unit price cost of $160,579.00 and an additional 120 days of the contract time. Expected to begin Mary Street and are interested in completing the Domtar work as well. Small package station startups and troubleshooting are ongoing. Requisition # 65 to USDA in the amount of $250,309.04. A discussion was made on pump stations, and water tanks for the project. It was asked what will be done with the other water tank out Silver Creek and it will be used for the Waterline Extension Project. March 1, 2021 could be the start up date for the New Water Treatment Plant.

Motion made by Richard Zeigler and seconded by Charles DeStephano for Contract No. 4 Distribution System Change Order No. 3 Mary Street Line Replacement with the unit cost of $160,579.00 and an additional 120 days of contract time, this price does not include work being done for the Johnsonburg Borough.

**SOLICITOR’S REPORT**- None

**FOREMAN’S REPORT** – None

**COMMITTEE REPORTS –**

1. Administration- They met and will have a discussion later.
2. Finance- None
3. Fire Department- None
4. Hiring- None
5. Johnsonburg Borough- None
6. Operations- None
7. Union- None

**APPROVAL OF TREASURER’S REPORT-**

|  |  |
| --- | --- |
| Revenue Fund- Water & Sewer | $ 221,756.26 |
| Municipal Savings Account- Water | $ 1,120620.86 |
| Municipal Savings Account- Sewer | $ 76,599.46 |
| Insured Money Funds | $ 64,171.38 |
| Payroll Fund- Northwest | $ 10,700.13 |
| Payroll Fund- CNB | $ 11,257.62 |
| Certificate of Deposit-Sewer- CNB | $ 25,765.45 |
| Hunt Water Sales-CNB-Savings | $ 23,248.09 |
| Line of Credit- Checking | $ 25908.55 |
| Line of Credit- Waterline Extension | $12.00 |

Motion made by Earl Park and seconded by Thomas J. Weaver, to accept the Treasurer’s report for January 31, 2021, as presented and placed on file for audit; motion carried unanimously.

**APPROVAL OF BILLS-**

Revenue Fund- Water $18,314.64

A motion was made by Thomas J. Weaver and seconded by Richard Zeigler to approve the water bills. Motion carried unanimously.

Revenue Fund- Sewer $8,724.45

A motion was made by Earl Park and seconded by Dennis Asti, to approve the sewer bills. Motion carried.

COA $136.00

A motion was made by Earl Park and seconded by Thomas J. Weaver to approve the COA bills. Motion carried unanimously.

Project Engineer $20,560.00

A motion was made by Earl Park and seconded by Thomas J. Weaver to approve the Project Engineer bill. Motion carried unanimously.

Contact No. 1 Pay Application $167,247.50

A motion was made by Earl Park and seconded by Thomas J. Weaver to approve the Contract No. 1 Pay Application bills. Motion carried unanimously.

Contract No. 2 Pay Application $62,365.54

A motion was made by Earl Park and seconded by Thomas J. Weaver to approve the Contract No. 2 Pay Application bills. Motion carried unanimously.

Waterline Extension Project $5956.13

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

**BUSINESS AFFAIRS** – None

**BOARD DISCUSSION-** Thomas J. Weaver asked about reading the meters the same time of the month every month. Meters being read monthly on the same days is in process.

Motion made by Dennis Asti and seconded by Richard Zeigler to allow James Reinsburrow to sign the new Consent Order & Agreement with the contingency of Dan Newell contacting PA DEP to see if they will lower the fine of $28,500.00. Motion carried unanimously.

**COMMENTS FROM VISITORS**- Bryan Parana welcomed and thanked Ken Caldwell for coming on as the new Water Treatment Plant Operator.

**EXECUTIVE SESSION**- Motion made by Earl Park and seconded by Kenneth Polaski to enter executive session at 5:42 P.M.; motion carried unanimously. Motion made by Richard Zeigler and seconded by Earl Park to exit executive session at 6:30 P.M.; carried unanimously. Discussed personnel with no decisions made. Motion made by Thomas J. Weaver and seconded by Charles DeStephano to enter regular session at 6:31 P.M.; motion carried unanimously.

Motion made by Charles DeStephano and seconded by Earl Park to upgrade security on JMA property, excluding at the time the JMA Office and New Water Treatment Plant. Motion carried unanimously.

**ADJOURMENT OF MEETING**- Motion made by Charles DeStephano and seconded by Earl Park to adjourn the meeting at

6:32 P.M. Motion carried unanimously.

Kenneth Polaski,

Secretary

KLS