**JOHNSONBURG MUNICIPAL AUTHORITY**

**REGULAR MEETING**

**WEDNESDAY JUNE 9, 2021**

The meeting was called to order at 3:57 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, Corey McCabe, Kerri Shaffer, and Erica Zimmerman. (Travis Long, and Josh Gunnett via Zoom).

**EXECUTIVE SESSION**- Motion made by Earl Park and seconded by Richard Zeigler to enter executive session at 3:58 PM to discuss personnel and litigation. Motion carried unanimously. James Reinsburrow stated Dennis Asti was invited to stay for the personnel portion of executive session but must exit the executive session during the litigation portion. Motion made by Richard Zeigler and seconded by Earl Park to exit executive session at 4:45 PM. Motion carried unanimously. Motion made by Richard Zeigler and seconded by Charles DeStephano to enter regular session at 4:45 PM with no action taken. Motion carried unanimously.

**APPROVAL OF MINUTES FROM THE PREVIOUS MEETING**- The minutes of the May 12, 2021, Regular Meeting was approved as presented. Motion made by Earl Park and seconded by Richard Zeigler; motion carried unanimously.

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

**VISITORS COMMENTS**- None

**MANAGER’S REPORT****-** JMA continues to work with contractors on system start-ups per the new water treatment plant. JMA is awaiting approval from DEP for the new water plant startup. New water meters have been approved by USDA. Installation is expected to begin in late June. A new water blow off was installed on VFW Road on May 17, 2021. Water valve replacement on First Avenue and Chestnut Street started on June 6, 2021. Work on the utility water system and chlorination channels are being corrected at the wastewater treatment plant.

**ENGINEER’S REPORT** –JHA has completed all responses for which we are responsible for representing JMA. JHA will assist JMA with sampling plan updates and revisions as is being requested of DEP. Easements for the Waterline Extension Project continue to be addressed. Consent Order items continue to be addressed. All reports have been submitted and in on time. JHA is addressing sludge removal in Equalization Basins.

**PROJECT ENGINEER’S REPORT-** Contract No. 1- Intake Building- Punch list items remaining, and floor needs painted. Flocculation Tank- Punch list items remaining. Control Building- Floor needs pained, leaks need repaired, and punch list items remaining. Site Work- Working on sidewalk and fencing. Change Order No. 4 increase of $13,132.94 for the paving of the plant parking area $23,132.94; deletion of fencing to improve access around the sedimentation tanks and generator-$10,000.00. An additional time extension of 10 days is included in this change order. Change Order No. 5 increase of $10,090.20 for the installation of a sidewalk from the flocculation and sedimentation basins to the generator area. An additional time extension of 10 day is included in this change order. An additional deduct change order to reduce the Materials Testing Allowance and the PennDOT Inspection Allowance will be coming after substantial completion. Current deduct amount is $56,214.45. Substantial Completion is scheduled to be issued the day that DEP grants the Operational permit for the new plant. DEP letter received via email on May 24, 2021and via mail June 1, 2021. Contract No.2- Change Order No. 2 increase amount of $13,239.01. This includes the installation of electronic door locking devices and security cameras at the new water treatment plant. Contract No. 3-3rd Avenue Tank is full and bacterial testing completed. Silver Creek Tank complete. Work is substantially complete per USDA inspection on May 26, 2021. Contract No. 4- Working on the Domtar waterline replacement. Work is substantially complete per USDA inspection on May 26, 2021. Requisition #69 in the amount of $914,604.95.

**SOLICITOR’S REPORT**- None

**COMMITTEE REPORTS –**

1. Administration- None
2. Finance- None
3. Fire Department- None
4. Hiring- None
5. Johnsonburg Borough- None
6. Operations- None

**APPROVAL TO PURCHASE QUICKBOOKS ANDTRAINING**- Motion made by Earl Park and seconded by Richard Zeigler to purchase new accounting software under USDA money at a cost of $32,500.00. Motion carried unanimously.

**APPROVAL TO PURCHASE A NEW TRAILER FOR EQUIPMENT TRANSPORTATION**- Motion made by Richard Zeigler and seconded by Charles DeStephano to purchase a new trailer under USDA money at a budgetary cost of $7,600.00. Motion carried unanimously.

**APPROVAL OF TREASURER’S REPORT-**

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| Revenue Fund- Water & Sewer | $ 158,772.41 |
| Municipal Savings Account- Water | $ 1,156,378.07 |
| Municipal Savings Account- Sewer | $ 76,624.66 |
| Insured Money Funds | $ 64,186.16 |
| Payroll Fund- Northwest | $ 18,903.92 |
| Payroll Fund- CNB | $ 11,257.62 |
| Certificate of Deposit-Sewer- CNB | $ 25,844.83 |
| Hunt Water Sales-CNB-Savings | $ 23,250.37 |
| Line of Credit- Checking |  $ 25,928.55 |
| Line of Credit- Waterline Extension |  $12.00 |

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

Motion made by Charles DeStephano and seconded by Earl Park to purchase a pump station from Trombold Equipment Company for Mill Street contingent on USDA approval.

**APPROVAL OF BILLS-**

Revenue Fund- Water $24,225.67

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

Revenue Fund- Sewer $10,707.68

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

 COA $449,732.15

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

 Project Engineer $17,232.00

A motion was made by Earl Park and seconded by Richard Zeigler to approve the Project Engineer invoice. Motion carried unanimously.

 Contact No. 1 Pay Application $42,275.00

A motion was made by Earl Park and seconded by Richard Zeigler to approve the Contract No. 1 Pay Application invoice. Motion carried unanimously.

Contract No. 2 Pay Application $52,514.75

A motion was made by Earl Park and seconded by Richard Zeigler to approve the Contract No. 2 Pay Application invoice. Motion carried unanimously.

Contract No. 4 Pay Application $352,851.05

A motion was made by Earl Park and seconded by Richard Zeigler to approve the Contract No. 4 Pay Application invoice. Motion carried unanimously.

**PAST DUE BILLS REPORT**- JMA Manager Dan Newell asked Joyce Maletto from the Johnsonburg Press to put in the paper for people to pay their bills.

**BUSINESS AFFAIRS** – None

**BOARD DISCUSSION-** None

**COMMENTS FROM VISITORS**- Al Maletto asked for a courtesy call to the fire department when the whole town is going to be out of water.

**EXECUTIVE SESSION**- Motion made by Thomas J. Weaver and seconded by Richard Zeigler to enter executive session at 5:42 PM PM. to discuss personnel; motion carried unanimously. Motion made by Earl Park and seconded by Richard Zeigler to exit executive session at 6:07 PM.; motion carried unanimously. Discussed personnel with no decisions made. Motion made by Earl Park and seconded by to enter regular session at 6:09 PM.; motion carried unanimously.

**ADJOURMENT OF MEETING**- Motion made by Earl Park and seconded by Kenneth Polaski to adjourn the meeting at 6:10 PM. Motion carried unanimously.

Kenneth Polaski,

Secretary

KLS