**JOHNSONBURG MUNICIPAL AUTHORITY**

**REGULAR MEETING**

**WEDNESDAY MARCH 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. Douglas J. Haupright excused.

**EXECUTIVE SESSION**- Motion made by Charles DeStephano and seconded by Thomas J. Weaver to enter executive session at 4:01 PM to discuss personnel. Motion carried unanimously. Dennis Asti excused himself from the meeting during executive session. Motion made by Richard Zeigler and seconded by Charles DeStephano to exit session at 4:52 PM. Motion carried unanimously. Motion made by Richard Zeigler and seconded by Earl Park to enter regular session at 4:52 PM. Motion carried unanimously.

**APPROVAL OF MINUTES FROM THE PREVIOUS MEETING**- The minutes of the February 10, 2021 Regular Meeting was approved as presented. Motion made by Earl Park and seconded by Charles DeStephano; motion carried unanimously.

**APPROVAL OF MINUTES FROM THE SPECIAL MEETING**- The minutes of the February 25, 2021 Special Meeting was approved as presented. Motion made by Richard Zeigler and seconded by Charles DeStephano; motion carried unanimously.

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

**VISITORS COMMENTS**- None

**MANAGER’S REPORT****-** The Johnsonburg Municipal Authority recently paid $20,000.00 in fines to PA DEP. A 4” blow off was added to the endo the 8” distribution line at the endo of Mill Street to correct air lock issues. JMA is waiting on a quote to add an auto air release on Water Street and install a 2” blow off at the end of the line. A PA DEP audit of the Wastewater Treatment Plant was conducted on March 10, 2021. JMA is upgrading the security of its property. Charles DeStephano asked if The Authority needed new trucks. Earl Park asked when we will hear about the PADEP Wastewater Treatment Plant inspection. Travis Long said we should have it on March 11, 2021. Earl Park asked if the new pump station on Dill Hill has been moved yet. It is in process.

**ENGINEER’S REPORT** – JHA and Solicitor Brown continue to address easements for the Waterline Extension Project. Consent Order items need to be continued for compliance attainment. The JMA staff need to read and review SOP’s and these documents should be updated accordingly. The 2020 Chapter 110 annual report and the Chapter 94 report have been completed. JHA continues to work with the Authority and PA DEP to address Breach Permit and compliance attainment.

**PROJECT ENGINEER’S REPORT-** GD&F are working with USDA on additional waterline replacement areas. Contract No. 1- Intake Building- Continued installing mechanical, HVAC, and plumbing. Startup of raw water screens and airburst system and startup of raw water pumps. Flocculation Tank- Waiting for full SCADA system startup and commissioning. Control Building- Continued installing mechanical, HVAC, and plumbing equipment. AOP was on site to go over I/O points and going over the membranes. Looking at an early April startup and commissioning. Chemical feed startups this week. Site Work- On hold until Spring. Contract No. 2- Connecting equipment as they are installed, VFW startups occurring at the same time as pump and other system startups. Contract No. 3- 3rd Avenue complete, began filling the tank February 10, 2021. Contract No. 4- Began work on Mary Street March 1, 2021, began relocation of Dill Hill pump station, and small package station startups and troubleshooting are ongoing. Requisition #66 to USDA in the amount of $332,035.56. A deal was made with Glen Yonker about the land on the new pump station on Dill Hill and Dan Newell wants Solicitor Brown to draw up an agreement. GD&F requested building an access road coming down from the 3rd Avenue Tank.

**SOLICITOR’S REPORT**- None

**FOREMAN’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
7. Union- No Longer A Union.

**APPROVAL OF TREASURER’S REPORT-**

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| Revenue Fund- Water & Sewer | $ 238,209.32 |
| Municipal Savings Account- Water | $ 1,140,707.54 |
| Municipal Savings Account- Sewer | $ 76,605.34 |
| Insured Money Funds | $ 64,174.83 |
| Payroll Fund- Northwest | $ 11,162.39 |
| Payroll Fund- CNB | $ 11,257.62 |
| Certificate of Deposit-Sewer- CNB | $ 25,765.45 |
| Hunt Water Sales-CNB-Savings | $ 23,248.63 |
| Line of Credit- Checking | $ 25,908.55 |
| Line of Credit- Waterline Extension | $12.00 |

Motion made by Earl Park and seconded by Kenneth Polaski, to accept the Treasurer’s report for February 28, 2021, as presented and placed on file for audit; motion carried unanimously.

**APPROVAL OF BILLS-**

Revenue Fund- Water $19,201.06

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

Revenue Fund- Sewer $14,162.26

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

COA $252.00

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

Project Engineer $23,062.00

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 $106,115.00

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 $80,257.48

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.

Contract No. 3 Pay Application $122,349.08

A motion was made by Earl Park and seconded by Thomas J. Weaver to approve the Contract No. 3 Pay Application bills. Motion carried unanimously.

**BUSINESS AFFAIRS** – Motion made by Earl Park and seconded by Kenneth Polaski to approve the Change Order for Contract No. 4 for additional items and for the waterline replacement on Center Street in the amount of $315,748.17. Motion carried unanimously.

Motion made by Earl Park and seconded by Richard Zeigler to pay the Civil Penalty for September 2020 to PA DEP in the amount of $1,535.00. Motion carried unanimously.

Motion made by Charles DeStephano and seconded by Earl Park to advertise for a Wastewater Treatment Plant Operator. Motion carried unanimously.

**BOARD DISCUSSION-** None

**COMMENTS FROM VISITORS**- None

**EXECUTIVE SESSION**- Motion made by Earl Park and seconded by Charles DeStephano to enter executive session at 5:45 PM.; motion carried unanimously. Motion made by Richard Zeigler and seconded by Charles DeStephano to exit executive session at 6:30 PM.; motion carried unanimously. Discussed personnel and litigation with no decisions made. Motion made by Earl Park and seconded by Charles DeStephano to enter regular session at 6:31 PM.; motion carried unanimously.

Motion made by Thomas J. Weaver and seconded by Kenneth Polaski to have ARGOS Solution perform an HR audit at the Johnsonburg Municipal Authority.

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

6:35 PM. Motion carried unanimously.

Kenneth Polaski,

Secretary

KLS