**JOHNSONBURG MUNICIPAL AUTHORITY**

**REGULAR MEETING**

**WEDNESDAY MAY 12, 2021**

The meeting was called to order at 3:58 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, Dan Newell, Richard Brown, Ken Caldwell, Kerri Shaffer, and Erica Zimmerman. (Travis Long, and Josh Gunnett via Zoom). Thomas J. Weaver excused.

**EXECUTIVE SESSION**- Motion made by Richard Zeigler and seconded by Kenneth Polaski to enter executive session at 3:59 PM to discuss personnel and litigation. Motion carried unanimously. Motion made by Charles DeStephano and seconded by Richard Zeigler to exit session at 4:29 PM. Motion carried unanimously. Motion made by Earl Park and seconded by Charles DeStephano to enter regular session at 4:29 PM with no action taken. Motion carried unanimously.

**APPROVAL OF MINUTES FROM THE PREVIOUS MEETING**- The minutes of the April 14, 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****-** As of April 15, 2021, the Dill Hill pump station is on-line. On April 22, 2021, and April 23, 2021, PADEP performed their initial plant inspection of the New Water Treatment Plant. Corey McCabe started as the Chief Wastewater Operator on May 3, 2021. Water leaks continue to be repaired in the system. Dean Construction completed corrections to water and sewer access points on Terra Cotta on May 6, 2021, for preparation of paving. The bore under the river for a new waterline is expected to begin on May 17, 2021.

**ENGINEER’S REPORT** –JHA continues to work with Solicitor Brown to address easements for the waterline extension. Consent Order items continue to be area of top attention for development and submission within the specified time frames. (5/7; 5/14; 5/21). All reports have been submitted for April 2021. Sludge removal in Equalization Basins is being addressed. Sludge is believed to not have been removed since plant commissioning. This will be and undertaking as over 2ft of sludge exists. Need to identify any valving to flow to sludge holding. Need to review capacity, meaning all tankage is currently being utilized, resulting in significant age to waste stream, excessive oxygenation, and limits to operator’s optimization. Possible energy savings could be realized, and sludge removal is essential especially in clarifiers as inadequate sludge wasting is occurring, resulting in continued carryover through disinfection segment.

**PROJECT ENGINEER’S REPORT-** Contract No. 1- Intake Building, Flocculation Tank, and Control Building- PA DEP inspection completed and waiting on technical deficiency letter form PADEP. Site Work- Working on sidewalks and fencing. Change Order No. 4 increase of $42,373.18 which includes: the paving of Bergen Street up to the plant driveway, paving of the parking area, and sidewalk to the sedimentation tanks $52,373.18; deletion of fencing to improve access around the sedimentation tanks and generator -$10,000. Pending Borough approval of turning over the alleyway. 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 PADEP grants the Operational permit for the new plant. PADEP letter expected this week. Contract No. 2- Change Order No. 1 in the deduct amount of $22,577.00. This includes: a deduct for electrical utility allowance of $25,000; $1,475.00 for new LED lighting located on the 3rd Avenue Tank; and $848.00 to provided permanent conduit and wiring for the new 3rd Avenue Tank mixer. Contract No. 3- 3rd Avenue -Tank ready for testing. Silver Creek- Tank is full and Bacterial testing completed. Contract No. 4- Working with Domtar on the waterline replacement on Center Street. Line behind Constable’s- initial review of the existing line location and a budgetary estimate have been completed. $325,000.00 budgetary estimate was sent to USDA for engineering and construction costs. The waterline along Grove Street was designed s part of JHA’s looping project. The budgetary estimate of $160,000 was provided to USDA for the construction of the waterline. The waterline on West Center Street by the Fire Hall which will proved a new line to the last 4 or 5 houses, the initial review of the existing line location and a budgetary estimate have been completed. A budgetary estimate of $162,517.50 was provide to USDA for the engineering and construction costs. USDA has stated that they are waiting until substantial completion to approve any additional waterlines. Requisition #68 to USDA in the amount of $134,799.30.

Motion made by Earl Park and seconded by Richard Zeigler to approve Change Order No. 1 in the deduct amount of $22,577.00 for Contract No. 2. This includes: a deduct for electrical utility allowance of $25,000; $1,475.00 for new LED lighting located on the 3rd Avenue Tank; and $948.00 to provided permanent conduit and wiring for the new 3rd Avenue Tank mixer. Motion carried unanimously.

**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 PAY STIPULATED CIVAL PENALITIES PER 2017 CONSENT DECREE**- Motion made by Charles DeStephano and seconded by Earl Park to pay the reduced stipulated civil penalties per the 2017 Consent Decree in the amount of $3,000.00. Motion carried unanimously.

**APPROVAL TO PURCHASE A NEW PICK-UP TRUCK**- Motion made by Earl Park and seconded by Richard Zeigler to purchase a new pick-up truck through COSTARS under USDA money in the amount of $35,200.06. Motion carried unanimously.

**APPROVAL TO PURCHASE NEW BILLING PROGRAM**- Motion made by Earl Park and seconded by Richard Zeigler to purchase new billing software under USDA money, budgetary $13,865.00. Motion carried unanimously.

**APPROVAL TO UPGRADE COMPUTER SECURITY**- Motion made by Earl Park and seconded by Richard Zeigler to upgrade computer security under USDA money, budgetary $6,500.00. Motion carried unanimously.

**APPROVAL TO PAVE ALLEY TO NEW WATER PLANT TO 109 FIRST AVENUE**- Motion made by Charles DeStephano and seconded by Kenneth Polaski to have JMA pave the alley to the New Water Plant on 109 First Avenue under USDA money, budgetary $45,000.00, pending USDA approval. Motion carried unanimously.

**APPROVAL TO PURCHASE A NEW VAC AND VALVE TRAILER**- Motion made by Earl Park and seconded by Richard Zeigler to purchase a new vac and valve trailer through COSTARS under USDA money, budgetary $61,480.00. Motion carried unanimously.

**APPROVAL TO PURCHASE A NEW LEAK DETECTOR**- Motion made by Earl Park and seconded by Richard Zeigler to purchase a new leak detector under USDA money, budgetary $4,000.00. Motion carried unanimously.

**APPROVAL TO PURCHASE A NEW CORRELATOR**- Motion made by Earl Park and seconded by Richard Zeigler to purchase a new correlator through USDA money, budgetary $25,150.00. Motion carried unanimously.

**APPROVAL TO UPGRADE SECURITY AT NEW WATER PLANT**- Motion made by Earl Park and seconded by Richard Zeigler to install security cameras and electronic locks at the New Water Plant on 109 First Avenue under USDA money, budgetary $12,500.00. Motion carried unanimously.

**APPROVAL TO PURCHASE METERS-** Motion made by Earl Park and seconded by Richard Zeigler to purchase water meters, under USDA money, budgetary $60,000.00. Motion carried unanimously.

**APPROVAL TO PURCHASE NEW FIRE HYDRANTS**- Motion made by Earl Park and seconded by Richard Zeigler to purchase new fire hydrants where needed, under USDA money, budgetary $5,200.00. Motion carried unanimously.

**APPROVAL TO PURCHASE TOOLS FOR NEW WATER PLANT**- Motion made by Earl Park and seconded by Richard Zeigler to purchase tools for the New Water Plant under USDA money, budgetary $10,889.94. Motion carried unanimously.

**APPROVAL TO PURCHASE TOOLS FOR NEW PICK-UP TRUCK**- Motion made by Earl Park and seconded by Richard Zeigler to purchase tools for the new pick-up truck, under USDA money, budgetary$7,332.09. Motion carried unanimously.

**APPROVAL OF TREASURER’S REPORT-**

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| Revenue Fund- Water & Sewer | $ 167,850.04 |
| Municipal Savings Account- Water | $ 1,136,281.13 |
| Municipal Savings Account- Sewer | $ 76,618.15 |
| Insured Money Funds | $ 64,182.34 |
| Payroll Fund- Northwest | $ 17,222.39 |
| Payroll Fund- CNB | $ 11,257.62 |
| Certificate of Deposit-Sewer- CNB | $ 25,844.83 |
| Hunt Water Sales-CNB-Savings | $ 23,249.26 |
| Line of Credit- Checking |  $ 25,908.55 |
| Line of Credit- Waterline Extension |  $12.00 |

Motion made by Earl Park and seconded by Charles DeStephano, to accept the Treasurer’s report for April 30, 2021, as presented and placed on file for audit; motion carried unanimously.

**APPROVAL OF BILLS-**

Revenue Fund- Water $24,144.99

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

Revenue Fund- Sewer $17,190.12

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

 COA $18,293.08

A motion was made by Richard Zeigler and seconded by Kenneth Polaski to approve the COA bills. Roll Call Vote: Richard Zeigler-yes, Kenneth Polaski-yes, Charles DeStephano-yes, Dennis Asti-yes, James Reinsburrow-yes, Earl Park-abstained; Motion carried.

 Project Engineer $31,933.00

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

 Contact No. 1 Pay Application $84,553.22

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

Waterline Extension Project $2,737.25

A motion was made by Richard Zeigler and seconded by Charles DeStephano to approve the Waterline Extension bill. Motion carried unanimously.

**BUSINESS AFFAIRS** – None

**BOARD DISCUSSION-** James Reinsburrow made a statement about the executive session held before the start of the April 14, 2021, meeting did not have to be advertised. Executive sessions and workshops do not have to be advertised only Board Meetings have to be advertised and the Authority did nothing illegal. After Mr. Reinsburrow’s gave his statement, no comments from the public were taken.

**COMMENTS FROM VISITORS**- None

**EXECUTIVE SESSION**- Motion made by Earl Park and seconded by Richard Zeigler to enter executive session at 5:22 PM. to discuss personnel; motion carried unanimously. Motion made by Charles DeStephano and seconded by Richard Zeigler to exit executive session at 6:15 PM.; motion carried unanimously. Discussed personnel with no decisions made. Motion made by Richard Zeigler and seconded by Kenneth Polaski to enter regular session at 6:16 PM.; motion carried unanimously.

**ADJOURMENT OF MEETING**- Motion made by Richard Zeigler and seconded by Kenneth Polaski to adjourn the meeting at 6:17 PM. Motion carried unanimously.

Kenneth Polaski,

Secretary

KLS