

JOHNSONBURG MUNICIPAL AUTHORITY
REGULAR MEETING
TUESDAY, May 21, 2019

The meeting was called to order at 6:00 P.M. by Chairman Eric Poague, followed by Pledge of Allegiance and moment of silence.

ROLL CALL – In attendance were Eric Poague, James Reinsburrow, Richard Zeigler, Charles DeStephano, Dennis Asti, Kenneth Polaski, Earl Park, Richard Brown, Lisa Sorg, Kerri Shaffer, Doug Haupright, and Josh Gunnett. Travis Long was excused.

EXCUTIVE SESSION- None

VISITORS- Al Maletto, Adrian Bevacqua, and Joyce Maletto (Johnsonburg Press Reporter).

VISITORS COMMENTS – Adrian Bevacqua questioned the water rates in town and the meter replacement program.

MANAGER'S REPORT- Syna-Flow Technologies has submitted a quote for the bi-annual preventive maintenance service visits for the Authority's three Continental Aeration Blowers. The price is \$2,665.00 for each visit. The Pennsylvania Municipal Authorities Association Region 7 Meeting is May 23, 2019, in Bradford. The Silver Creek pond is due for maintenance. Jake and DJ have been working with Challenger to figure out what we need done and are working together to make it possible. Water service shut offs will be mailed out again this month. Three banks have been contacted for a Line of Credit for the PennVest projects. According to Chapter 109, Section 718, Pennsylvania community and non-transient noncommunity water systems must develop a comprehensive monitoring plan to improve public health protection by ensuring that all sources are included in routine compliance monitoring. This plan must be submitted by August 19, 2019. The New Johnsonburg Municipal Authority's website is currently being built. The Authority received a letter from USDA dated May 17, 2019, stating that the revised documents appear to be acceptable for bidding purposes and authorized bidding. The 2018 Audit is still in progress. Allegheny Electric and AMPs have been contacted for quotes for a high voltage controller for the generator at the raw pump station and the generator at the WWTP. Amps does not sell parts and Allegheny Electric has not returned our call. The crew has been putting in meters the past couple of weeks and are about 30% done. The Authority has received all permits for the Water Treatment Plant.

ENGINEER'S REPORT – JHA continues to correspond with USDA in efforts to expedite procession of project implementation. Per correspondence with USDA on 5/16/2019, the notice to proceed with bidding was to be forthcoming for the meeting on 5/21/2019 most likely pending the review of the complete set of plans received by USDA on 5/15/2019 as sent by GD&F. GDF needs to now provide the resume of the inspector they are proposing to have on site for the project so as to be vetted by JMA and USDA. USDA inquired as to who would be conducting the construction administration of this project and with whom would be inspecting.

PROJECT ENGINEER'S REPORT- Received Specification comments for USDA on 4/1/2019. Waiting on Plant Drawing comments and approval to bid. GD&F submitted the revised sets to USDA on 5/14/2019. USDA is preparing to issue the notice. Approval to go to bid with conditions should be forthcoming- GD&F will be submitting a resume for the construction inspector for USDA and JMA review and approval. GD&F is responding to Specification and Drawing comments as they are received. Requisition #43 to USDA \$3381.89.

A motion was made by Charles Destephano and seconded by Richard Zeigler to advertise for the following meetings at the office.

- Pre-Bid Meeting – Tuesday, June 18, 2019 at 10 AM
- Opening Bid Meeting – Tuesday, June 25, 2019 at 2 PM

- Awarding Bid Meeting – Thursday, June 27, 2019 at 6 PM

Motion was carried unanimously.

SOLICITOR’S REPORT- None

FOREMAN’S REPORT – Earl Parks inquired about the water line running in front of the Paper Mill. James Reinsburrow questioned the status of lawn mowing on First Avenue.

APPROVAL OF MINUTES FROM THE PREVIOUS MEETING- The minutes of the April 16, 2019, regular meeting was approved as presented. Motion made by Earl Parks and seconded by James Reinsburrow; motion carried unanimously.

APPROVAL OF TREASURER’S REPORT-

Revenue Fund- Water & Sewer	\$ 428,706.69
Municipal Savings Account- Water	\$ 727,872.55
Municipal Savings Account- Sewer	\$ 26,315.42
Insured Money Funds	\$ 63,555.86
Payroll Fund	\$ 11,051.91
Certificate of Deposit-Sewer- CNB	\$ 25,638.80
Hunt Water Sales-CNB-Savings	\$ 23,088.24
Line of Credit- Checking	\$ 25,450.01

Motion made by James Reinsburrow and seconded by Dennis Asti to accept the Treasurer’s report for April 30, 2019, as presented and placed on file for audit, motion carried unanimously.

APPROVAL OF BILLS-

Revenue Fund- Water \$18,953.93

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

Revenue Fund- Sewer \$7,618.29

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

Water Project- CO & A \$3,967.29

A motion was made by Richard Zeigler and seconded by James Reinsburrow to approve the Water Project-CO&A bills. Motion carried unanimously.

James Reinsburrow asked about the Authority’s purchasing policy. The Board stated that Purchase Orders were a necessity unless in the case of an emergency.

BUSINESS AFFAIRS –

It is recommended to approve hiring _____ as the Resident Project Representative and then writing a confirmation letter to the USDA. Motion made by Earl Parks and seconded by James Reinsburrow to approve hiring David T. Gustkey as the Resident Project Representative and then writing a confirmation letter to the USDA. Motion carried unanimously.

It is recommended to approve Syna-Flow Technology’s quote for the preventive maintenance service visits. Motion made by Earl Parks and seconded by Richard Zeigler to approve Syna-Flow Technology’s quote for the preventive maintenance service visits. Motion carried unanimously.

BOARD DISCUSSION- Earl Parks discussed the possible projects to apply for the CDBG grant with.

COMMENTS FROM VISITORS- Al Maletto asked if the Authority would be willing to work with the Borough on the income survey for the CDBG grant.

EXECUTIVE SESSION- Lisa Sorg requested an executive session. Motion made by Earl Park and seconded by James Reinsburrow to enter executive session at 7:19 PM to discuss personnel and employment matters. Motion carried unanimously. Motion made by James Reinsburrow and seconded by Dennis Asti to exit executive session at 7:41 PM with no decisions made. Motion carried unanimously.

ADJOURNMENT OF MEETING- Motion made by James Reinsburrow and seconded by Dennis Asti to adjourn the meeting at 7:41 PM. Motion carried unanimously.

Kenneth Polaski,
Secretary