

JOHNSONBURG MUNICIPAL AUTHORITY
REGULAR MEETING
TUESDAY November 17, 2020

The meeting was called to order at 6:01 P.M. by Chairman James Reinsburrow, followed by Pledge of Allegiance and moment of silence.

ROLL CALL – In attendance were Charles DeStephano, Thomas J. Weaver, Richard Zeigler, Kenneth Polaski, Earl Park, James Reinsburrow, Dennis Asti, Dan Newell, Richard Brown, Josh Gunnett, Travis Long, and Kerri Shaffer. D.J. Haupright excused.

APPROVAL OF MINUTES FROM THE PREVIOUS MEETING- The minutes of the October 20, 2020 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 November 1, 2020 Special Meeting was approved as presented. Motion made by Richard Zeigler and seconded by Kenneth Polaski; motion carried unanimously.

EXECUTIVE SESSION- None

VISITORS- Joe Hunt (JHA Companies), Joyce Maletto (Johnsonburg Press Reporter), and Brian Stockman (Ridgway Record Reporter).

VISITORS COMMENTS- None

OPENING OF SEALED BIDS-

- A. **LAB WORK**- Fairway Laboratories, Analytical Services, and White Oak Laboratory
- B. **CHEMICAL**- Univar, Barber's Chemicals, and Sal Chemical
- C. **RESTORATION WORK**- Dean Construction

MANAGER'S REPORT- Dan Newell and Charles DeStephano are meeting with Ridgway Township on November 18, 2020 at the Silver Creek Water Treatment Plant to discuss interest in purchasing the Property upon completion of the new water plant. The JMA Office is being disinfected every Wednesday and Friday and twice on monthly meeting days. The masonry work on the office building has been completed and cost The Authority \$2,700.00, since we received an Act 13 Grant for \$2,500.00. JMA has a tentative budget and will be finalized for the December 8, 2020 meeting. Dan Newell asked for The Board to gift a Turkey to the employees for Thanksgiving and a \$35.00 gift card for Christmas. JMA is lifting the mandatory water conservation notice. Charles DeStephano asked Dan about the accounts in arrears, shut offs, and payment plans. Mr. DeStephano asked if we need to get the Silver Creek Property appraised and informed the Board the Authority owns thirty-eight acres out there.

Motion made by Dennis Asti and seconded by Thomas J. Weaver to purchase a turkey for Thanksgiving and a \$35.00 gift card for Christmas for the JMA employees; motion carried unanimously.

ENGINEER'S REPORT – Filter 2 media sample needs collected, staff assistance to Brian is necessary to complete task and get sample to Roberts Filter for Analysis. Continued monitoring of stream levels are paramount, and manager, staff and JHA have been reviewing/updating drought contingency plan. Manway gaskets have been received, and scheduling of clarifier cleanings should be addressed before water quality conditions change. All reports were submitted in accordance and on time for October 2020. JHA is working with Manager to get staff involved and proficient in recording to reduce cost to Authority. Training is being provided to Troy to enable JMA staff to complete eDMR reporting. JHA continues to work with the Authority and DEP to address Breach Permit and compliance attainment.

PROJECT ENGINEER'S REPORT- USDA is looking into the possibility of using grant funds for well source development. Meeting on November 17, 2020 with the JMA Staff and JHA to discuss the Mary Street work and waterline routing. Contract No.1-

Intake Building-Block work completed on intake building, trusses set on the building, working on sheeting and roofing, pumps set, air compressor inside the building, and doors on the building. Flocculation Tank- Chains and scrapers installed, poured the concrete landings and piers for the entrances, louvers are in, doors on the building, and vertical mixers waiting on grating. Control Building- Placing mechanical equipment, louvers are in, poured equipment pads, installed fascia and soffit, waiting on the gutters, and doors on the building. Site Work- Finished the interior work on the bioretention pond, sanitary tie-ins complete, and site is rough graded. Change Order No.2 for 3rd Avenue Tank Rehabilitation work \$174,928.38. Contract No. 2- Connecting equipment as they are installed. Contract No. 3- 3rd Avenue-Waiting on drought ending to begin to fill and test tank. Silver Creek- Site piping complete and tested and waiting on tank roof materials for construction. Contract No. 4- Contractor has paving on West Center Street for November 17, 2020, waterline work on Bergen Street complete, installing pump station and making tie-ins, and Contractor is having difficulties getting the materials to complete the traffic loop on Grant Street. Requisition to USDA in the amount of \$858,518.85.

SOLICITOR'S REPORT- None

FOREMAN'S REPORT – No questions asked.

COMMITTEE REPORTS –

- a. Administration- None
- b. Finance- None
- c. Fire Department- None
- d. Hiring- None
- e. Johnsonburg Borough- Meeting with a potential buyer out at Silver Creek and the 38 Acres is owned by the Authority.
- f. Operations- None
- g. Union- The JMA Board approved a contract and submitted it to the Union. The JMA employees refused the contract on November 1, 2020.

OPENING OF SEALED BIDS FOR LAB WORK- Motion made by Earl Park and seconded by Richard Zeigler to review the sealed bids for Lab Work; motion carried unanimously.

OPENING OF SEALED BIDS FOR CHEMICALS- Motion made by Dennis Asti and Charles DeStephano to review the sealed bids for chemicals; motion carried unanimously.

OPENING OF SEALED BIDS FOR RESTORATION WORK- Motion made by Richard Zeigler and seconded by Thomas J. Weaver to review sealed bids for Restoration work; motion carried unanimously.

APPROVAL OF TREASURER'S REPORT-

Revenue Fund- Water & Sewer	\$ 276,993.37
Municipal Savings Account- Water	\$ 1,030,350.04
Municipal Savings Account- Sewer	\$ 76,580.18
Insured Money Funds	\$ 64,159.09
Payroll Fund- Northwest	\$10,788.44
Payroll Fund- CNB	\$ 11,256.62
Certificate of Deposit-Sewer- CNB	\$ 25,739.73
Hunt Water Sales-CNB-Savings	\$ 23,246.19
Line of Credit- Checking	\$ 25,910.51
Line of Credit- Waterline Extension	\$12.00

Motion made by Charles DeStephano and seconded by Thomas J. Weaver, to accept the Treasurer's report for October 31, 2020, as presented and placed on file for audit; motion carried unanimously.

APPROVAL OF BILLS-

Revenue Fund- Water \$50,200.66

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

Revenue Fund- Sewer \$17,109.22

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

COA \$22,561.50

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

Project Engineer \$36,327.00

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

Contact No. 1 Pay Application \$273,007.78

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

Contract No. 2 Pay Application \$40,731.09

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

Contract No. 3 Pay Application \$130,695.77

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

Contract No. 4 Pay Application \$355,195.71

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

Waterline Extension Project \$11,155.13

A motion was made by Thomas J. Weaver and seconded by Charles DeStephano to approve the Waterline Extension Project bills. Motion carried unanimously.

BUSINESS AFFAIRS – None

BOARD DISCUSSION- Earl Park was out at the Silver Creek Plant. He suggested all the Board Members take the time to go out to Silver Creek Plant for a tour to learn about the Plant.

COMMENTS FROM VISITORS- Joe Hunt for JHA Companies introduced himself to the Board and offered his assistance to the Authority if ever needed.

EXECUTIVE SESSION- Motion made by Richard Zeigler and seconded by Charles DeStephano to enter executive session at 7:08 PM to discuss personnel. Motion carried unanimously. Motion made by Richard Zeigler and seconded by Kenneth Polaski to exit executive session at 7:43 PM; motion carried unanimously. Motion made by Thomas J. Weaver to reenter the regular meeting at 7:44 PM with no decisions made. Motion carried unanimously.

ADJOURNMENT OF MEETING- Motion made by Earl Park and seconded by Kenneth Polaski to adjourn the meeting at 7:45 PM. Motion carried unanimously.

Kenneth Polaski,
Secretary
KLS