



JOHNSONBURG MUNICIPAL AUTHORITY
REGULAR MEETING AGENDA
Wednesday, September 9, 2026
4:00 PM

- CALL TO ORDER
- PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE
- ROLL CALL
- APPROVAL OF AGENDA
- VISITORS COMMENTS on agenda items (2-minute limit)
- EXECUTIVE SESSION (if needed): Discussion is limited to Personnel, Litigation, Property, etc.
- APPROVAL OF MINUTES FROM THE August 12, 2026 REGULAR MEETING
- APPROVAL OF MINUTES FROM THE September 4, 2026 SPECIAL MEETING
- Manager's Report
- Water Operator's Report
- Sewer Operator's Report
- Engineer's Report
- Solicitor's Report
- Committee Reports:
 - a. Administrative
 - b. Operations
 - c. Finance
 - d. Fire Department
 - e. Hiring
 - f. Johnsonburg Borough
 - g. Grants
- APPROVAL OF TREASURER'S REPORT
- APPROVAL OF BILLS FOR PAYMENT
- OLD BUSINESS
 - Approve the 2027 PMRS Minimum Municipal Obligation (MMO)
 - Approve Resolution for canoe/kayak access grant application
 - Award the job from last week's bid opening for the Center St. transite line replacement
 - Approve applying for funding for the remaining transite pipe
 - Health Insurance policy for retirees
 - Approve firearms policy/employee handbook update
- NEW BUSINESS
- BOARD DISCUSSION
 - 9/21/26 meeting with Municipal Benefits Services re: 2027 Health Insurance
- COMMENTS FROM VISITORS
- EXECUTIVE SESSION (If needed)
- ADJOURN

JOHNSONBURG MUNICIPAL AUTHORITY

Regular Meeting Minutes

Wednesday, August 12, 2026

The meeting was called to order at 4:00 p.m. by Chairman Jack Fowler, followed by The Pledge of Allegiance and a moment of silence.

PRESENT – Jack Fowler, Earl Park, Duane Duffy, Paul Villella, Eric Poague, Tony King

Excused – TJ Weaver

Also present: Brian Buesink, Corey McCabe, Bryon Gregori, Solicitor Brown, Travis Long of JHA via ZOOM

VISITORS – Doug Martonik (Ridgway Record) and Kylie Maland (Clarion River Outdoors)

APPROVAL OF AGENDA - A motion was made by Earl Park and seconded by Paul Villella to approve the agenda (carried).

COMMENTS FROM VISITORS – Kylie Maland talked about canoe launches and stated she will assist with a GP3 permit for gravel bar removal.

EXECUTIVE SESSION – None

APPROVAL OF MINUTES FROM PREVIOUS MEETINGS – A motion was made by Duane Duffy and seconded by Earl Park to approve the minutes from the July 8, 2026 Regular Meeting (carried). A motion was made by Earl Park and seconded by Duane Duffy to approve the minutes from the August 6, 2026 Special Meeting (carried).

MANAGER’S REPORT – Copy attached

WATER REPORT – Copy attached

SEWER REPORT – Copy attached

ENGINEER’S REPORT – Copy attached

SOLICITOR’S REPORT – None

COMMITTEE REPORTS –

- A. Administrative – none
- B. Operations – none
- C. Finance – none
- D. Fire Department – none
- E. Hiring – new hire was discussed with starting rate of \$19/hour
- F. Johnsonburg Borough – none
- G. Grants – none

TREASURER’S REPORT – A motion was made by Eric Poague and seconded by Earl Park to approve the Treasurer’s report as presented (carried).

BILLS FOR PAYMENT – A motion was made by Eric Poague and seconded by Earl Park to approve the bills for payment in the amount of \$ 67,673.74 (carried).

Bank Balances as of: July 31, 2026

Northwest

Payroll - \$ 65,259.32

Water Pennvest - \$ 510.67

Sewer Pennvest - \$ 37,878.78

Operating Checking - \$ 257,078.73

Sewer Savings - \$ 52,618.02

Water Savings - \$ 47,108.35

CNB

Savings Acct. - \$ 15,169.77

Water Project Checking (COA) - \$ 40,829.93

Sewer Checking - \$ 14,387.57

Waterline Extension - \$ 14.20

PLGIT

General Fund - \$ 842,553.36

Sewer General Fund - \$ 250,761.95

Water General Fund - \$ 257,473.46

Debt Payments

CNB Draw Loan (WWTP Upgrade) - \$ 3,459.20 and \$ 1,500.00 (JTMA payment)

Pennvest (Sewer)- \$ 8,580.54

Pennvest (Sewer)- \$ 11,718.30

OLD BUSINESS

- A motion was made by Earl Park and seconded by Tony King to approve Waterline Extension Pay Request 14 (revised from last month) in the amount of \$ 315,059.37 (carried).
- Consideration of a firearms policy/employee handbook update was tabled until next month.

NEW BUSINESS - None

BOARD DISCUSSION – Discussed a one-time high usage forgiveness for customers, a plan for frozen water services and a service line protection plan for a monthly fee that will help customers with water/sewer repairs from property line into customer's houses.

COMMENTS FROM VISITORS – Doug Martonik asked Travis from JHA to explain Bin-1 DEP classification for water sampling.

EXECUTIVE SESSION – None

ADJOURNMENT OF MEETING - A motion was made by Duane Duffy and seconded by Paul Villella to adjourn the meeting at 5:25 p.m. (carried).

Jack Fowler, Chairperson
TLB

JOHNSONBURG MUNICIPAL AUTHORITY
Special Meeting Minutes
Friday, September 4, 2026

The meeting was called to order at 1:00 p.m. by Chairman Jack Fowler, followed by The Pledge of Allegiance and a moment of silence.

ROLL CALL – Jack Fowler TJ Weaver via Teams, Earl Park, Duane Duffy, Paul Villella, Eric Poague, Tony King
Also present: Brian Buesink, Tracey Brown, Jimmy Grove
AJ Coval, Ally Muzzy, Ryan Gatto of JHA via Teams

VISITORS – None

APPROVAL OF AGENDA - A motion was made by Duane Duffy and seconded by Earl Park to approve the agenda (carried).

Center Street Transite Line Replacement Bids were read by AJ Coval of JHA:

Mealy Excavating and Construction, Inc.: \$ 586,702.00

C & R Directional Boring LLC: \$ 428,945.00

RJ Vollmer Excavating: \$ 480,075.00

JPH Enterprises, LLC: \$ 714,331.50

Pollard Land Services, Inc.: \$ 499,490.00

COMMENTS FROM VISITORS – None

EXECUTIVE SESSION – None

ADJOURNMENT OF MEETING- A motion was made by Tony King and seconded by Duane Duffy to adjourn the meeting at 1:45 p.m. (carried).

Jack Fowler, Chairperson
TLB

AUGUST/SEPTEMBER 2026

MANAGER'S REPORT

1. WTP and WWTP operations going well.
2. All daily and monthly sampling completed at the WTP and WWTP.
3. Corresponded with JHA on WTP and WWTP operations as needed.
4. Continued LT-2 testing per DEP at the WTP, this has now been completed.
5. Continued additional sample testing per DEP at WWTP.
6. DEP to be onsite for an inspection at the WTP.
7. Mike retired on 9-8-26.
8. Dalton working out well in his new role at the WWTP.
9. Dalton added to the WWTP call system.
10. Jim started work on 8-24-26.
11. Renewed Angel's DEP certification.
12. Installed new water heater for cleaning of filters at the WTP.
13. Pinned filters at the WTP.
14. Electrical work completed at several pump stations.
15. Received plans and specs for Center Street Waterline project.
16. Reviewed plans and added a few changes for Center Street Waterline Project.
17. Pre-construction meeting held for the Center Street Waterline Project.
18. Community Center Sewer Project to start soon.
19. Signed paperwork with Bucktail Excavators for Community Center Sewer Project.
20. Signed Notice of Award for Community Center Sewer Project.
21. Submitted CDGB application for a system improvement project.
22. Lacey w/ the DEP stopped by to deliver NO TRESSPASSING signs for JMA system sites.
23. Opened bids for Center Street Waterline Project on 9-4-26 and awarded same.
24. Ordered new auto flush valve for Powers Avenue
25. Met with a resident on Clarion Road regarding rain event runoff.
26. Met with a resident on Route 219 regarding a sewer clean out.
27. Kylie with Clarion River Outdoors to submit grant application paperwork for canoe access.
28. Repaired leak on Main Street.
29. Repaired service on Cobb Street.
30. Repaired leak on Short Street.
31. Submitted DEP available operator forms.
32. Registered JMA to receive federal monies.
33. JMA employees attended PMRS presentation.
34. Audit prep ongoing.
35. Work on sludge collection mechanism at WTP to take place 9-9 and 9-10-26.
36. Received sludge collection parts for WTP.
37. Received estimate to demo old bldg. at Powers Avenue shop.
38. Paving completed for system street restoration.
39. Hach serviced chlorine analyzer at WTP.
40. Signed Pennvest payment request for waterline extension.

Water Report
For August 2026

Water Treatment Plant

1. Completed MCIP on filters 1 and 2 weekly
2. Full CIP's done on both filter racks
3. Monthly samples submitted to lab
4. Monthly reporting submitted to JHA
5. Monitored plant operations
6. Chemicals ordered and added as needed
7. Zach and Bryon helped with Distribution projects
8. Installed new heater for CIP tank
9. Jim from Hach in to do quarterly calibrations on CL-17's
10. Jim G from TEC in to do PM on all compressors

Upcoming projects

Ongoing daily operations

Fixing scraper for west sed basin, Week of Sept. 8th is the tentative date for installation

Cleaning the Sed Basins

August Sewer Report 2026

8-3-26-Gave information to Elcon to put Dalton on call list for S.T.P. Called T & G Pipe Services to help map out Community Building piping.

8-4-26-Corey & Mike helped install yard hydrant at water plant.

8-5-26-Borough called about clean out in alley off of Chestnut Street.

8-6-26-Mike called out at 4pm for water leak on new water line on Old Klondike Road.

8-10-26-Removed exhaust fan at raw pump station and ordered new one.

8-17-26-Corey & Mike helped with water leak on Main Street.

8-18-26-Ordered signs for aeration basins and main entrance for S.T.P. Day lighted the main road coming to S.T.P.

8-19-26-Corey cleaned dump truck cab and washed and greased dump. Elco installed battery back up in office unit RTU5.

8-20-26-Corey & Mike helped with curb box on Cobb Street.

8-24-26-Received 1 CL2 cylinder from Univar because they didn't have 3 that we needed. Elco got Johnson Run prepped for Mission Communication upgrade.

8-26-26-Did excavation on scum pipe coming out of clarifier to see if a valve can be put on.

8-31-26-Replaced filter going into pump station electrical panels.



MONTROSE OFFICE
466 South Main Street
Montrose, PA 18801
(570) 278-3100
fax (570) 278-3114

JOHNSONBURG MUNICIPAL AUTHORITY (2018-479)
ENGINEERS REPORT
September 9, 2026

SR-219 EXTENSION CAPITAL IMPROVEMENTS PROJECTS (WATER DISTRIBUTION SYSTEM EXTENSIONS AND REPLACEMENTS) – PLANNED PENNVEST FUNDED:

- Funding: PennVEST awarded with \$5,586,470 (non-repayable loan)
 - Settlement **Completed**
 - **PennVEST asked for some additional information to transfer the money to construction – to be completed and sent on 9/8. Due to this, no pay requests or applications to approve or sign this month.
 - Project Closeout Phase Underway -**Status Pending**
- Schedules:
 - Final Completion: 9/16/2026 (est.), Punchlist and minor change order items remain

Summary of work completed on SR 219 Extension

UPDATE:

- **Punchlist, Restoration Items and Minor Change Order Items remain prior to final PennVEST closeout and DEP inspection.**
- JHA completed the punch list walk through on June 11, 2026 with JMA Staff.

Pending Change Orders:

- **Change Order #12 – Ultrasonic Flow Meter Installation and appurtenances (Amount and status Pending) & Concrete Bottoms and Sealant in Manholes/Air Release that are flooding), PennVEST is accepting and will approve, DEP is currently reviewing – Status Pending

WATER

- **Sedimentation Basins: (STATUS PENDING)**
 - The sedimentation basin insulating covers have been Delivered. Installation remains pending repairs of Basin etc. **STATUS PENDING**
- **LT-2 Sampling: (STATUS PENDING)**
 - Completed and Bin 1 Classification remains, no further action.
- **General Operations: (Ongoing)**
 - JHA remains in correspondence with staff and manager on operational issues, monitoring compliance and system optimization.
 - JHA recommends continued efforts to utilize JMA leak detection equipment and sweep the system for leak detection is encouraged.



- **DEP Filter Plant Performance Evaluation:**

- The FPPE is scheduled for September 15-17
- JHA will work with JMA staff to compile and submit the following requested items to Lacey Ripple, sanitarian at PADEP.
 - All sample siting plans – Comprehensive Monitoring Plan (CMP) which includes: Total Coliform (RTCR), Disinfectant Residuals (DRR), Disinfection By-Products (DBP), and Lead & Copper (LCR) – **These have been submitted to DEP**
 - Drought Contingency Plan – **Plan has been updated and submitted to DEP**
 - Method 334.0 documentation for the online chlorine analyzers - the 14 day IDC, and the weekly comparative grab sample analysis (2 separate forms) - **JMA to Submit**
 - Method 334.0 documentation for the handheld meters – IDC's and quarterly calibrations (2 separate forms) - **JMA to Submit**
 - Method 334.0 documentation for all individuals conducting chlorine analysis for compliance monitoring – IDC's - **JMA to Submit**
 - Distribution Storage Tank inspection reports and/or the date the tanks were last inspected. - **JMA to Submit**
 - Filter bed evaluations for the new membrane plant (I understand JHS has been retroactively working on this, and they may not be available yet) - **JMA to Submit**
 - Logs 2024-present for: clean-in-place monitoring, indirect integrity testing, and direct integrity testing. - **JMA to Submit**
 - Data maintenance logs 2024-present – please refer to special condition #28 of the Innovative Technology Permit (attached) - **JMA to Submit**

GRANT PROJECTS

- JHA staff also initiated the well development siting.
 - Hydrogeologists are working on fracture trace analysis and will provide recommendations on well location, prepare pre-drill plan, and sanitary survey.
 - JHA, JMA and solicitor Brown will then work together to coordinate with Land Vest for site access permissions, easement, etc.
- DCED LSA Projects
 - Center Street Transite Line project has been designed and plans and specs submitted to JMA for review.
 - Project Bidding (results to be forthcoming)
 - C&R Directional Drilling is the low bidder.
 - Community Center Sewer Line –
 - Project Awarded to Bucktail – Construction Schedule Pending

WASTEWATER:

- JHA continues routine correspondence with JMA, and its operation staff.
- JHA continues to provide NPDES reporting oversight and guidance. Monthly reporting was completed, with **No** violation occurring for July 2026.
 - Average flow 0.519 MGD, max flow 2.214 MGD (evident of summer months and dry conditions as average flow is down significantly from past months)
- GP-5 permit for the aerial crossing at the Vennor Island bridge for the insulation and heat tracing work Domtar



- (Permit Approved, Installation Status on hold as Domtar has elected to pump per discussions at June 2026 meeting)

GRANTS AND FUNDING ASSISTANCE:

- JHA continues to monitor all grant funding sources and opportunities, in concert with those identified by JMA for review and considerations as applicable.
 - LSA Gaming Monies
 - DCED Small water sewer grants will not be open or funded in 2026, will be reopened in 2027
 - DCED LSA grants will be open September 1 and close November 15, 2026
 - Possible Projects – Continuation of Center ST to Grant St (Continuation of a phased project)
 - Grant St across River to Blaine (Continuation of phased project)
 - West Center St continuation of upsizing, perhaps all the way to Main St to provide redundancy. (Continuation of a phased project)
 - Additional Funding for Well Tie-in to Plant (continuation of a phased project)
 - Any other projects favored by the board.
- **Outstanding Grants:** Previously submitted PA Small Water and Sewer Grant Program via DCED submitted (**AWARDED**)

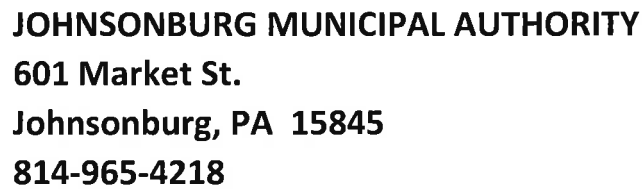
Project	Amount Requested	Amount Awarded
• Johnsonburg Municipal Authority - Center Street Sewer Rehabilitation for Community Center	\$90,000	\$75,632
• Johnsonburg Municipal Authority - Center Street Asbestos Pipe Replacement	\$495,000	\$100,000
• Johnsonburg Municipal Authority - Groundwater Well Testing & Development	\$478,000	\$100,000

MISCELLANEOUS:

- Powers Avenue Auto Flushing Valve. Est. Fee \$15,000 – Status Pending

RESPECTFULLY SUBMITTED,

Travis J. Long, CEP, LO
Vice-President & Director of Environmental Services



Northwest

Water Savings - \$ 67,060.38

Waterline Extension - \$ 14.20

Water General Fund - \$ 258,296.34

Pennvest Loan (Sewer) - \$ 11,718.30

Johnsonburg Municipal Authority

Profit & Loss by Class

August 2026

	01 - WATER	02 - SEWER	TOTAL
Ordinary Income/Expense			
Income			
1300001 · Sales Domestic - Water	64,442.67	0.00	64,442.67
1300002 · Sales Domestic - Sewer	0.00	57,115.77	57,115.77
1301001 · Sales Commercial-Water	46,680.30	0.00	46,680.30
1301002 · Sales Commercial - Sewer	0.00	48,801.76	48,801.76
Total Income	111,122.97	105,917.53	217,040.50
Expense			
134001 · Bad Debt - water	217.52	0.00	217.52
134002 · Bad Debt - sewer	0.00	217.52	217.52
1351002 · Collection System	0.00	1,335.20	1,335.20
1352002 · Sewer - Treatment - Labor	0.00	10,063.42	10,063.42
1353002 · Sewer - Treatment Chemicals	0.00	12,632.50	12,632.50
1356002 · Sewer - Treatment System	0.00	5,598.04	5,598.04
1357002 · Sewer - Sampling	0.00	1,345.00	1,345.00
1365002 · Supervision	3,220.80	3,220.80	6,441.60
1367002 · Clerical	2,897.72	2,897.72	5,795.44
1369002 · Automotive	2,565.98	2,565.97	5,131.95
1371002 · Office	610.75	595.81	1,206.56
1375002 · Payroll Taxes	2,201.00	766.92	2,967.92
1381000 · Diversified Billing Fees	1,939.00	1,939.00	3,878.00
1393002 · Engineering	5,391.25	3,278.75	8,670.00
1394002 · General Expenses	1,130.19	1,512.81	2,643.00
1397002 · Employee Insurance	6,910.25	6,910.26	13,820.51
1398002 · Insurance	2,362.81	2,362.83	4,725.64
353001 · Water- Purification - Labor	7,585.16	0.00	7,585.16
355001 · Water - Purification - Chemical	9,769.72	0.00	9,769.72
356001 · Water - Purification System	20,166.79	0.00	20,166.79
368001 · Water- Distribution - Labor	8,911.30	0.00	8,911.30
375001 · Water - Distribution System	53,308.71	0.00	53,308.71
389001 · Utilities	12,148.09	15,317.64	27,465.73
68300 · Travel and Meetings	42.99	0.00	42.99
Total Expense	141,380.03	72,560.19	213,940.22
Net Ordinary Income	-30,257.06	33,357.34	3,100.28
Other Income/Expense			
Other Income			
1315001 · Penalties Imposed - Water	576.89	0.00	576.89
1315002 · Penalties Imposed - Sewer	0.00	541.34	541.34
Total Other Income	576.89	541.34	1,118.23
Other Expense			
1403002 · Interest Expense	0.00	1,356.84	1,356.84
Total Other Expense	0.00	1,356.84	1,356.84
Net Other Income	576.89	-815.50	-238.61
Net Income	-29,680.17	32,541.84	2,861.67

Unpaid Bills - September 2026

Water bills	\$	86,403.92
Sewer bills	\$	17,299.06
Water/Sewer split	\$	12,177.74

Total of Unpaid Bills	\$	115,880.72
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The Minimum Municipal Obligation Worksheet (MMO)
Johnsonburg Municipal Authority (24-048-8 N.0462)
for Plan Year 2027

CHARGES

Estimated 2026 W-2 Payroll For Covered Plan Members:	(A)	<u>494,670.00</u>	
PMRS Determined Normal Cost Expressed as a Decimal:	(B)	<u>0.1198</u>	
RESULT: (A) * (B) =	(C)		<u>59,261.00</u>
Administrative Charge (PMRS Determined) # of Plan Members times \$20:	(D)		<u>380.00</u>
Amortization of Unfunded Liability (PMRS Determined)	(E)		<u>0.00</u>
TOTAL CHARGES: (C) + (D) + (E) =	(F)		<u>59,641.00</u>

CREDITS

Repeat Estimated 2026 W-2 Payroll	(A)	<u>494,670.00</u>	
Employee Contribution Rate Expressed as a Decimal (PMRS Determined):	(G)	<u>0.0500</u>	
RESULT: (A) * (G) =	(H)		<u>24,734.00</u>
Amortization of the Actuarial Surplus (PMRS Determined)	(I)		<u>16,528.00</u>
TOTAL CREDITS: (H) + (I) =	(J)		<u>41,262.00</u>

MINIMUM MUNICIPAL OBLIGATION

(Based on 01/01/2025 Actuarial Valuation)

Equals TOTAL CHARGES Minus
TOTAL CREDITS (F) - (J) = (Please round numbers to dollars) (MMO) 18,379.00

Prepared By: Tracey Brown (Name) Tracey L. Brown (Signature)
Office Admin. (Title) (814) 965-4218 (Telephone #)

Please complete the above worksheet with your best estimates and return only one copy to the Pennsylvania Municipal Retirement System by October 5, 2026. Forms can be submitted electronically to RA-RSCOMPLETEDFORMS@pa.gov. The official copy must be shared with the plan's governing board by the last business day in September.



JOHNSONBURG MUNICIPAL AUTHORITY
ELK COUNTY, PA

2026-W1: JMA - Center Street Transite Line Replacement

BID RESULTS

Bid Receipt: 9/4/2026 at 1:00 PM
Bid Opening: 9/4/2026 at 1:00 PM

BIDDER	TOTAL BID AMOUNT	BID SECURITY
Mealy Excavating and Construction, Inc.	586,709.—	10%
C&R Directional Boring, LLC	428,945.—	10%
RJ Vollmer Excavating	480,075.—	10%
JPH Enterprises, LLC	714,331.50	10%
Pollard Land Services, Inc.	499,490.—	10%