

Johnsonburg Borough
Regular Meeting
December 13, 2021
4:00 p.m.

Call to Order

Roll Call

Approval of Minutes

- Regular Meeting November 8, 2021
- Special Meeting November 22, 201

Guests & Public Comment on Agenda Items

Executive Session

Reports

- Mayor
- Police Department
 - Firearms
- Fire Department
- Street Department
- Council Committees
- Finance/Bills for Payment
- Borough Solicitor
- Engineer & Code Enforcement
- Municipal Authority
- Recreation Board

Old Business

New Business

1. Johnsonburg Community Center electric service panel
2. Flood control culvert study bids
3. Adopt Ordinance 2021-02 which will set the 2022 Tax Schedule
4. 2022 Budget

Public Comment on Agenda Items

Adjournment

Johnsonburg Borough
Regular Meeting
November 8, 2021
4:00 p.m.

Call to Order

Silent Prayer & Pledge of Allegiance

Roll Call/Attendance	Title	Present	Absent	Excused
Carnessali, Stephanie	Councilman			X
Cherry, Scott	Councilman	X		
Clopp, John	Police Chief	X		
DeAngelo, James	Councilman	X		
DePanfilis, James R.	Councilman	X		
Feronti, Elizabeth	Solicitor			X
Fowler, Jack	Mayor	X		
Imbrogno, Louie	Councilman	X		
Imbrogno, Tom	Street Superintendent			X
Kilhoffer, Rachel	Secretary	X		
King, Ronald	Councilman	X		
Maletto, Alfred J.	President	X		
Miller, Ryan (ARS Engineering)	Engineer/ Code Enforcement	X		
Johnsonburg Municipal Authority	Manager Dan Newell	X		

Minutes: A motion was made by Councilman DeAngelo and seconded by Councilman King to approve the minutes from the regular meeting held October 12, 2021. Motion carried unanimously.

Guests: Earl Park, representing the Johnsonburg Municipal Authority, addressed the Council stating that the proposed reduction in municipal authority board members has not been done by the proper procedure. President Maletto stated that the Council has received the same information from our Solicitor.

Laura Sorg, former gymnastics instructor at the Johnsonburg Community Center, was presented to express concerns to the Council about the recreation board. President Maletto stated that these problems needed to be addressed with the recreation board before coming to Council.

Monthly Reports

Mayor: Mayor Fowler reported that the Halloween parade went well and congratulated the recreation board on putting it together.

Police: Monthly report is on file. Chief Clopp's report included the following:

- The department was awarded a \$20,000 grant from the Elk County Commissioners through American Rescue Plan Act (ARPA) funding to remodel the police department.
- The department recently completed their annual firearms qualifications.
- The department participated in the community trunk or treat event after the annual Halloween parade.

Fire Chief: Monthly report is on file.

Superintendent: Monthly report is on file. Annual leaves pick up was discussed.

Council Committees: President Maletto stated that the finance committee is working on the budget.

Finance & Bills for Payment: President Maletto read the borough's account balances and the bills. This month's bills include General Fund - \$4,183.59, Community Center Fund - \$5,648.65, Borough Equipment Fund - \$1,848.41, Highway Aid Fund - \$5,665.23, Community Improvement Fund - \$145,222.40. A motion was made by Councilman Cherry and seconded Councilman DePanfilis to pay the bills as presented and to accept the finance report. Motion carried unanimously.

Solicitor: Solicitor Feronti was excused.

Engineer & Code Enforcement Report: Monthly report is on file.

Engineer Miller updated Council on the Harrison Ave. Realignment Project construction.

Municipal Authority: Johnsonburg Municipal Authority Manager Dan Newell answered questions from Council and reported on the new water line project.

Recreation Board: The recreation boards November meeting was cancelled. Councilman Cherry reported that they have held successful fundraisers recently and the new part-time employees are working out well.

Old Business: 1. Bid specs are not complete for the flood control culvert study. A brief discussion on flood control was held.

2. A motion was made by Councilman DeAngelo and seconded by Councilman Imbrogno to table any changes to the Johnsonburg Borough Code chapter pertaining to the Johnsonburg Municipal Authority. Motion carried unanimously.

New Business: None submitted.

A brief discussion was held on various matters with the attending members of the Johnsonburg Municipal Authority including stormwater, road projects and the authority's current projects.

A motion was made by Councilman DeAngelo and seconded by Councilman Cherry to move into executive session to discuss personnel and litigation at 4:49 p.m. Motion carried unanimously.

A motion was made by Councilman DeAngelo and seconded by Councilman King to returned to regular session at 5:28 p.m. Motion carried unanimously.

President Maletto stated that, during executive session, personnel and litigation were discussed but no action was taken.

Adjournment: A motion was made by Councilman DeAngelo and seconded by Councilman King to adjourn the meeting at 5:34 p.m. Motion carried unanimously.

Rachel Kilhoffer
Secretary

Johnsonburg Borough
Special Meeting
November 22, 2021
4:00 p.m.

Call to Order

Roll Call/Attendance	Title	Present	Absent	Excused
Carnessali, Stephanie	Councilman		X	
Cherry, Scott	Councilman	X		
Clopp, John	Police Chief	X		
DeAngelo, James	Councilman			X
DePanfilis, James R.	Councilman	X		
Feronti, Elizabeth	Solicitor			X
Fowler, Jack	Mayor			X
Imbrogno, Louie	Councilman	X		
Imbrogno, Tom	Street Superintendent			X
Kilhoffer, Rachel	Secretary	X		
King, Ronald	Councilman			X
Maletto, Alfred J.	President	X		
Miller, Ryan (ARS Engineering)	Engineer/ Code Enforcement			X
Johnsonburg Municipal Authority	Representative			X

Bills for Payment: Bills for the General Fund - \$2,149.23 and Community Center Fund - \$1,032.82 were presented. A motion was made by Councilman DePanfilis and seconded by Councilman Cherry to pay the bills as presented. Motion carried unanimously.

Business: 1. As per our contract with Town & County Government Solutions, they determined that our total revenue loss for 2020 was \$81,152.08 thus allowing us to keep this amount of our American Rescue Plan Act (ARPA) funds allocation in the general fund as lost revenue. A motion was made by Councilman DePanfilis and seconded by Councilman Imbrogno to allocate the \$81,152.08 of ARPA funds in the general fund as 2020 revenue loss. Motion carried unanimously.

A motion was made by Councilman DePanfilis and seconded by Councilman Imbrogno to pay lost time benefits for the police department out of the remaining ARPA funding (\$38,746.50). Motion carried unanimously.

2. A motion was made by Councilman DePanfilis and seconded by Councilman Cherry to adopt the tentative 2022 tax schedule. Motion carried unanimously.

3. A motion was made by Councilman Imbrogno and seconded by Councilman Cherry to adopt the tentative 2022 budget. Motion carried unanimously.

Adjournment: A motion was made by Councilman Imbrogno and moved by Councilman DePanfilis to adjourn the meeting at 4:34 p.m. Motion carried unanimously.

JOHN CLOPP
Chief of Police



100 Main Street
Johnsonburg, PA 15845
(814) 965-2816

I have the honor to report to the Johnsonburg Borough Council the duties performed by the Johnsonburg Police Department for the month of November 2021.

Calls for Service	255	Parking Violations	1
Signal Calls	69	House Watches	2
Telephone Calls	74	Vehicle Lockouts	5
Investigations	39	Light outage	0
Hearings	8	B.O.L.O	13
Traffic Accidents	2	Asst. Fire/Ambulance	8
Written Warnings	6	Asst. other Police Dept.	8

Receipts:

Fines \$ 660.41
Reports \$ 0.00
Tickets \$ 30.00
Total \$ 690.41

Special Information:

- Attended Veteran's Day Program at high school.
- Picked up gifts for Project Gift for Kids program.
- Obtained estimate for department's used firearms.

Offenses:	Number	Arrest	Handled Otherwise
Drugs	3	2	1
Assaults	1	0	1
Burglary	1	0	1
Thefts	2	0	2
Criminal Mischief	0	0	0
D.U.I.	0	0	0
Disorderly Conduct	1	1	0
Mental Health	2	0	2
Sex Offenses	1	0	1
Family and Children	16	3	13
All Other Offenses	17	5 (8 MV Arrests)	12
Totals	44	19	33

Respectfully

John Clopp



Johnsonburg Fire Department

Fire - Rescue

99 Clarion Road

Johnsonburg, PA 15845

Phone 814-965-4276 Fax 814-965-4276

November 2021 Johnsonburg Fire Department Report

Date	Alarm Type	Location	Time on Scene
11/4/21	Down Power Line	576 Glen Hazel Rd. Johnsonburg	10 min
11/6/21	Mutual Aid Standby	Wilcox Fire Dept	1 hr. 48 min.
11/20/21	Fire Alarm	426 Water St. Ext Johnsonburg	25 min.
11/24/21	Mutual Aid Structure Fire	801 German Settlement Rd. Horton Twp	1 hr. 48 min
11/26/21	Motor Vehicle Accident	Bypass Johnsonburg	35 min.
11/30/21	Assist EMS	186 East Ave. Johnsonburg	24 min.

Calls in Johnsonburg Borough - 4

Calls in North Ridgway Township -0

Automatic / Mutual Aid Calls -2

Total Calls - 6

Total Man Hours for All Calls November 2021 - 33hr.43 min.

Total Monetary Fire Loss Johnsonburg Borough November 2021 - \$0

Total Monetary Fire Loss North Ridgway Township November 2021 - \$0

No Injuries were reported for members

Respectfully

Christopher G. Kreckel

Chief

November 2021

Account	Beginning Monthly Balance	Income	Expenses	End of the Month Balance
General	\$328,821.83	\$110,696.99	\$63,132.72	\$376,386.10
Street Light	\$57,419.11	\$332.18	\$6,830.10	\$50,921.19
Library	\$3,257.47	\$167.72	\$8.28	\$3,416.91
Retirement	\$102,397.64	\$43.58	\$1.67	\$102,439.55
Highway Aid/Liquid Fuels	\$70,482.06	\$7,001.37	\$50,989.31	\$26,494.12
Borough Equipment	\$19,260.09	\$893.57	\$1,859.88	\$18,293.78
Fire Services	\$148,649.52	\$217.33	\$9.99	\$148,856.86
Community Center	\$73,864.11	\$8,878.69	\$12,811.67	\$69,931.13
Payroll	\$9,557.18			\$11,637.99
Per Capita	\$5,563.98	\$27.50	\$5,501.37	\$90.11
Debt Service Fund	\$107,970.46	\$479.42	\$23.20	\$108,426.68
Community Improvement	\$155,326.90	\$421.52	\$150,276.85	\$5,471.57

Outstanding Expenses & Liabilities

Fund	Amount	Description		
General	\$18,375.48	2018 Act 13 funding/DCED strategic plan		
General	\$7,703.84	2019 Act 13 funding/flood control management		
General	\$932.06	2021 Act 13 funding		
General	\$38,746.50	ARPA		
Monthly Bills				
General			Highway Aid	
Community Center			Community Improvement	
Borough Equipment			Other	

Engineer's Report – December 13, 2021 Johnsonburg Borough Council Meeting

The following is a summary of work performed over the last month, including updates on current project status, provided herein for your review:

Harrison Avenue Realignment Project

- Paving was completed and all joints have been sealed. Several areas have been pointed out to the contractor which have raised some additional review and may require some level of adjustment or re-work. A full evaluation will be completed in the Spring as all asphalt plants have closed for the season.
- There were some issues with the guiderail installation and the contractor hit the existing National Fuel gas line during post installation causing a leak. National Fuel responded and fixed the leak while maintaining service but Harrison Avenue was closed to traffic for a short period of time. The contractor was able to get a portion of the guiderail installed but the location of the leak and other interference with the existing line requires they return to complete what remains. A return date to complete the installation is still undecided.
- Representatives from National Fuel want to relocate a portion of the gas line because it is the primary feed for the entire Borough and they don't want it directly under the guiderail or as close to the edge of the new roadway. We've been in constant contact with National Fuel and no portion of the new roadway is anticipated to be impacted by the relocation. The guiderail contractor is currently on hold until the gas line has been relocated. National Fuel has indicated the construction will start the week of December 13th-17th and should take 3-4 days to complete.
- As a result of the issues with the installation of the guiderail and location of existing gas line we have been looking to modify the proposed alignment to assist National Fuel and help prevent another potential hit near the Redmond property driveway where the existing gas line crosses back into the roadway.
- Dean is currently working thru several closeout tasks which have been identified including removal of filters and cleaning out catch basins, embankment seeding, site cleanup/restoration and de-mobilization including restoration of the bus stop area along Shawmut/Blaine Avenue. Some of these tasks will be completed in the Spring once the new construction season starts.

Engineering Services

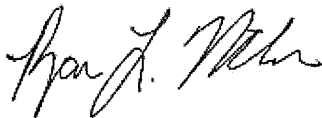
- Tettis Plumbing & Heating is still waiting for the spiral ductwork to arrive to complete the heating trunk extensions in the Men's and Women's Locker Rooms. They are currently which has been delayed due to material availability. All recently installed equipment is up and operational.
- We have spoken to and met with multiple consulting firms concerning the Request for Proposals (RFP) for the Flood Mitigation Study for the pondage area behind Julia Street and West Center Street. Copies of the RFP were sent out to 12 "local" firms with at least 6 reaching out with questions and/or expressing interest.

- We recently inspected the Repository property located at 307 High Street. A full inspection report and Code compliance letter will be submitted in the near future. No major issues were observed; however, several Code issues will need to be addressed.
- We continue to work to get the scope of work and bid documents completed for the stormwater replacement work along Grove Street, Julia Street and possibly West Center Street. We are working with the solicitor to review potential easements which would need to be addressed prior to bidding. We're hoping to advertise in early 2022 with construction anticipated next Summer.
- We attended the Elk County Conservation District Dirt, Gravel and Low Volume Road (DGLVR) update seminar on November 23rd. Grant funding program updates and current projects were discussed. We've begun preliminary discussions with the Road Crew to see if any potential projects may qualify for this program.

Code Enforcement

- The property at 327 First Avenue remains posted as "uninhabitable"; however, they continue to reside in the house. To date they have received 2 tickets for failure to comply. They began to demolish the rear structure but then stopped with little to no progress over the past couple of weeks. They will continue to be ticketed until they vacate house or the current posting has been removed; additional legal action may be taken in the future as well.
- A second round of tickets have been written for the 3 properties currently owned by Mr. Domingos Pena. This is the third time for each property and discussions with the representative for Mr. Pena gave the impression nothing is likely to change.
- Both the owner and resident of 452 East Center Street have been ticketed twice as a result of junk, general rubbish and a shanty tent currently located behind the residence on property owned by Domtar. Continued failure to comply will result in a 3rd ticket and then charges will be filed with the District Magistrate if this area is not cleaned up and items removed.
- Residents are reminded sidewalks are to be cleared within 12 hours of the end of any snow event. When clearing snow from sidewalks and driveways it is not permissible to pile snow on adjacent sidewalk sections.

Respectfully Submitted,



Ryan Miller, PE

JOHNSONBURG MUNICIPAL AUTHORITY
REGULAR MEETING
WEDNESDAY NOVEMBER 10, 2021

The meeting was called to order at 4:00 pm by Chairman James Reinsburrow followed by Pledge of Allegiance and moment of silence.

ROLL CALL – In attendance were James Reinsburrow, Charles DeStephano, Richard Zeigler, Dennis Asti, Kenneth Polaski, Earl Park Thomas J. Weaver, Dan Newell, Richard Brown, Ken Caldwell, Adrian Bevacqua, Corey McCabe, Tracey Mehalko, Mary Leland, Josh Gunnett - GDF, (Travis Long - JHA and Andy Johnson - GDF – participated by via ZOOM).

VISITORS –Al Maletto (Johnsonburg Press), Emil Zaunick, Rick Marzella, Jack Fowler

VISITOR COMMENTS – James Reinsburrow asked Al Maletto about heat tape on Venners Island bridge. Al Maletto commented that the Borough wants to sell the bridge but does not know when this will happen. There was a discussion about what may need to be done in the future with the bridge.

EXECUTIVE SESSION – NONE

APPROVAL OF MINUTES FROM THE PREVIOUS MEETING – The minutes of the regular meeting on October 13, 2021, was approved as presented. Motion made by Earl Park and seconded by Richard Zeigler; motion carried unanimously by members present.

MANAGERS REPORT – Open enrollment for employee benefits, 11-1-21 thru 11-19-21. Boil Water Notice is still in effect for Dill Hill (homes above Dill Hill tank). Residents, please continue to call into the JMA office and provide contact information. Gave presentation on the JMA water system to the Rotary Club on Monday, 11-1-21. JMA has collected \$17,077.41 from the October 2021 arrearage collections. Tracey Mehalko, spoke about how customers have paid down on arrearages and past balances and payment plans are being set up. Discussion between JMA's Solicitor and Jones Twp. Solicitor has begun, this is pertaining to sewer rates with Jones Township. Reminder to water and sewer customers. If you are past due on your water and sewer bill, contact the JMA office to avoid service shut off. The JMA office will be closed on Friday November 12, 2021. Board, please see proposed 2022 budget for your review, I will put on agenda for December 2021. Take some time to review and provide input. Recommendations: Continue to discuss the sewer plant upgrade, Compensate ON-CALL person \$1.00 per hour for carrying, JMA provide a boot allowance of \$300.00 per year to all staff, Corey will talk about Jetter-Truck and Sucker-Trailer – Corey recommends we no longer use the Jetter-Truck and Sucker-Trailer due to the poor shape and age of the equipment. Start to look at a new ½ ton pick-up truck/trucks. There was a lot of discussion about JMA improvements such as: storage facilities, utilizing current structures, improving current buildings. Discussion on locating water lines. JMA team will continue to have further discussions on managers recommendations. Discussions on potentially looking at high school students that may be interested in joining the JMA team.

ENGINEERS REPORT – CAPITAL IMPROVEMENTS PROJECT (WATER TREATMENT, STORAGE AND DISTRIBUTION) – USDA FUNDED: JHA will continue to provide any assistance in the finalization/closeout process as applicable. JHA will also be working with JMA to decommission the existing facilities and ensure compliance attainment with the COA. To date the main items of the decommissioning conditions have been satisfied, therein being cutting and capping of lines, deenergizing where required. Further decommissioning will be necessary but shall be done when staffing is available (complete dewatering of tanks, sludge removal, well pump extraction, chemical removal, etc.). JHA continues correspondence with chief water operator on system debugging and operations. Rights-of-Way easements in processing with Solicitor Brown remain ongoing. JHA and Solicitor Brown continue to address easements for the water line extension. Permitting packages being finalized.

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

11-10-21

WATER: JHA continues to correspond closely with JMA, operations staff o JHA continues to work closely with JMA Manager and JMA staff to address various items, provide training and keep facilities in compliance status. Attention to DEP items remain ongoing (i.e. monitoring plans, SOP's for new system need to be developed and will work with Ken on this task). JHA has transitioned all reporting over to JMA staff, and simply provides QA/QC reviews and guidance as needed for compliance. General correspondences remain ongoing.

WASTEWATER: JHA continues to correspond with operation staff on optimization of facility, questions/comments and any general items of discussion as needed. Worked with Chief Wastewater Operator on annual Form 43 analysis (associated with material disposal at landfill).

GRANTS AND FUNDING ASSISTANCE: JHA continues to monitor all grant funding sources and opportunities and will make available said findings to JMA for review and considerations as applicable. Act 13 Grants. Appalachian Regional Commission, Economic Development Grants, etc. American Rivers (i.e. Powers Run Dam Breach), information was submitted to Lisa Segedy on the dam. Correspondence remains ongoing.

MISCELLANEOUS: Powers Run Dam Issues – JHA has submitted permits to DEP for Breach Permit and compliance attainment. DEP is reviewing as they had one comment thus far, and that was questioning the stream profile and while there was a sharp drop in the streambed profile. This is likely the result of historical dredging and unauthorized expansion of the impoundment area. DEP has asked for additional survey to validate the stream conditions (work to be performed 11/9-11/10). Regrading of the streambed can occur to address this issue as part of the breach process. Approval Status Pending. Recommendation to sell the generator at Silver Creek water plant.

PROJECT ENGINEERS REPORT – WATER SYSTEM IMPROVEMENT PROJECT: 1. Construction Status a. Project Status Updates. Contract No. 1 – Water Treatment Plant, General Construction 1. Substantially complete per contract with the DEP operating permit. Substantial as of 8/16. 2. Work on the rehabilitation on the existing 3rd Ave Tank began the week of 7/30. Began blasting on 8/5. 60% through the blasting. Only found one hole and based on the tank condition believe they may run into additional holes as the blasting continues. Began the repainting of the tank. Exterior painting only the roofing remains. 3. Contractor working to address punch list items. Contractor completed the sidewalk in front of the plant and installed the final stone alleyway on Bergen. 4. AOP was on site to work on CIP valves and adding sampling taps. AOP was on site to address issues with IT tests. Contract No. 2 – Water Treatment Plant, Electrical Construction 1. Substantially complete per contract with the DEP operating permit. Substantial as of 8/16. 2. Continuing to install electrical door openers and security cameras. Contract No. 3 – Water Storage Tank Work. Work is substantially complete per USDA inspection on May 26, 2021. Contract No. 4 – Water Distribution System Improvements 1. Contractor completed installing/replacing valves at locations determined by the Authority. 2. A second list of valves and hydrants is in process to have Continental install. 3. Change Order No. 9 the Final Balancing Change Order needs to be officially voted on and approved. Payment was approved at the 9/8/2021 meeting but the Change Order was not. To avoid any auditing issues, Change Order 9 in the amount of \$60,635.82 should be approved this month. 4. The Authority reports that the easements have been signed and an HOP permit will be submitted to begin construction on the 12" line. 2. Project Payment Applications and RUS Requisition Approvals. USDA-RD Requisition #74 documentation compiled for the month. Requisition #74 to USDA i. Contract No. 1 Pay App #25 - \$ 29,200.00. Contract No. 3 Pay App #10 - \$ 1,000.00. Contract No. 4 Pay App #14 - \$ 136,793.17. GDF Invoice #71 - \$4,989.00. Total \$171,982.17. 3rd Avenue tank is currently filling. Josh Gunnett told the JMA team that he will be resigning from GD&F on Friday, 11-12-21. Andy Johnson for GD&F will be taking his place to close out the Water Plant project.

SOLICITORS REPORT- Silver Creek is being surveyed. JMA will need to look at options with the potential sale of this property in the future.

COMMITTEE REPORTS –

- a. Administration – no report
- b. Finance– no report
- c. Fire Department– no report
- d. Hiring – Hiring of Distribution Technician
- e. Johnsonburg Borough– no report
- f. Operations– no report

APPROVAL OF BILLS - A motion was made by Earl Park and seconded by Chuck DeStephano to approve bills as presented. Motion carried unanimously by members present.

WATER: \$96,217.67

WASTEWATER: \$54,384.18

JMA Engineer

- Sewer \$284.63
- Water \$3,934.25

CONTRACT NO.1 PAY APPLICATION #25: \$29,200.00

CONTRACT NO.3 PAY APPLICATION #10: \$1,000.00

CONTRACT NO.4 PAY APPLICATION #14: \$136,793.17

GD&F INVOICE #71: \$4,989.00

OPENING OF SEALED BIDS FOR LAB WORK FOR 2022 – All bids were rejected due to irregularities. Request for Lab Work will be sent out for bid again.

OPENING OF SEALED BIDS FOR RESTORATION WORK FOR 2022 – No bids came in. Request for Restoration Work will be sent out for bid again.

OPENING OF SEALED BIDS FOR EMERGENCY EXCAVATION WORK FOR 2022 - No bids came in. Request for Restoration Work will be sent out for bid again.

OPENING OF SEALED BIDS FOR CHEMICALS FOR 2022 – Current bids for Chemicals will go to Water/Sewer Chief and operations team for review. Recommendation will be brought to the board after review.

APPROVAL TO APPLY HEAT TAPE TO VENNERS ISLAND BRIDGE – This will be tabled till a future board meeting. This is due to information from the Borough, regarding the potential sale of the bridge.

APPROVAL FOR CHANGE ORDER NUMBER #9 – A motion was made by Earl Park and seconded by Richard Zeigler to approve change order #9 for \$60,635.82 to Continental Construction. Motion carried unanimously by members present.

APPROVAL FOR ADDITIONAL VALVE AND HYDRANT WORK - A motion was made by Earl Park and seconded by Richard Zeigler to approve additional valve and hydrant work, contingent on USDA approval and pricing. Motion carried unanimously by members present.

<u>qty</u>	<u>size</u>	<u>location</u>
1	4"	1st and Chestnut
1	6"	2nd and Chestnut
2	6"	2nd and Bridge
2	6"	3rd and Bridge
2	4"	Shawmut (Dead End)
1	4"	Ridgway Alley
1	4"	Short - between 1st and High
1	4"	4th and Bridge
2	4"	High and Cobb
Tie in 8" @ shop (powers Run) - (2) 8" valves and (1) hydrant		
(1) hydrant - 1st Ave - between Bridge and Spruce		
(1) hydrant - 1st Ave - between Cobb and Short		
(1) hydrant - High and Spruce		
(1) hydrant - High and Bridge		

APPROVAL TO PROVIDE A TURKEY FOR THANKSGIVING FOR JMA STAFF – A motion was made by Earl Park and seconded by Richard Zeigler to amend the purchase a turkey for JMA staff and offer a \$35.00 gift certificate from Elk County Foods; motion carried unanimously by members present. A motion was made by Earl Park and seconded by Chuck DeStephano to approve the \$35.00 gift certificate from Elk County Foods; motion carried unanimously by members present.

11-10-21

APPROVAL TO PURCHASE GENERATORS – A motion was made by Chuck DeStephano and seconded by Thomas Weaver to purchase 5 generators per recommendation of GD&F in the amount of \$20,561.00 under USDA monies. Motion carried unanimously by members present.

APPROVAL OF TREASURERS REPORT (financial snapshot) - A motion made by Earl Park and seconded by Thomas Weaver to approve the 10-31-21 treasures report as presented; motion carried unanimously by members present.

Northwest

Sewer Money Market - \$64,205.00

Payroll - \$6,485.80

Water Pennvest - \$2,658.95

Sewer Pennvest - \$37,852.14

Operating Checking - \$317,337.82

Sewer Savings - \$76,656.79

Water Savings - \$1,155,819.77

CNB

CD - \$25,902.01

Savings Acct. - \$22,112.15

Water Project Checking (COA) - \$282,104.59

Sewer Checking - \$9,953.84

Waterline Extension - \$12.00

August Debt Payments Due

CNB Mortgage - \$284.84

Pennvest - \$2,148.32

Pennvest - \$15,529.32

Pennvest - \$8,580.54

Pennvest - \$11,718.30

BUSINESS AFFAIRS – Ken Caldwell talked about the installation of the 12" line from the 3rd Ave. tank. He presented a solution, looking forward, on the installation of an additional T at the 3rd Ave. tank. Rick Marzella from Continental was present to confirm cost and installation. The JMA team collectively agreed that Caldwell's idea was a smart decision looking ahead. The cost for the upgrade is \$3,975.09 for parts. Continental indicated that installation cost will not be an issue. A motion was made by Denny Asti and seconded by Richard Zeigler to vote to add to the agenda the additional T at the 3rd Ave. tank; motion carried unanimously by members present. A motion was made by Richard Zeigler and seconded by Chuck DeStephano to purchase the additional T at the 3rd Ave. tank; motion carried unanimously by members present. Discussion was had on who will monitor the road to the new water plant during winter months. Al Maletto stated that he would have to take it to a Borough meeting and the possibility of putting anti-skid on the road would be discussed. The house on 510 Glenn Hazel Road, which JMA has purchased, was discussed and steps moving forward will be reviewed by the JMA team.

BOARD DISCUSSION – Denny stated that his term at JMA is up after next month. Denny Asti spoke about former employees and unemployment. He spoke about past practices and data at Sewage Treatment Plant.

COMMENTS FROM VISITORS – Al Maletto asked a question on the JMA P&L statement pertaining to a negative amount in water for the month of October. Dan Newell explained that this was due to the amount paid to Dean Construction for the work that was performed pre paving project.

EXECUTIVE SESSION – None

ADJOURNMENT OF MEETING- Motion made by Rick Zeigler and seconded by Chuck DeStephano to adjourn the meeting at 5:45 PM. Motion carried unanimously by members present.

Kenneth Polaski,
Secretary
DJN

JOHNSONBURG MUNICIPAL AUTHORITY
REGULAR MEETING
WEDNESDAY DECEMBER 8, 2021

The meeting was called to order at 4:00 pm by Vice Chairman Earl Park followed by Pledge of Allegiance and moment of silence.

ROLL CALL – In attendance were, Charles DeStephano, Richard Zeigler, Dennis Asti, Kenneth Polaski, Earl Park Thomas J. Weaver, Dan Newell, Richard Brown, Adrian Bevacqua, Tracey Mehalko, Andy Johnson - GDF (Travis Long - JHA and Corey McCabe – participated by via ZOOM).
 James Reinsburrow – excused.

VISITORS – Al Maletto, Joyce Maletto (Johnsonburg Press), Emil Zaunick, Rich Warmbrodt, Eric Poague, Matt Vaughn and Ken Dierolf – ELCO Electric, Noel Temple- APPI, Eric Moreland - ELCON participated by via ZOOM).

VISITOR COMMENTS – Rich Warmbrodt, Eric Poague introduced themselves as the newest Johnsonburg Borough Council Members.

EXECUTIVE SESSION – NONE

APPROVAL OF MINUTES FROM THE PREVIOUS MEETING'S–

Motion was made by Rick Zeigler and seconded by Chuck DeStephano to approve the minutes from regular meeting on November 10, 2021. Motion carried unanimously by members present.

Motion was made by Chuck DeStephano and seconded by Thomas Weaver to approve the minutes from special meeting on November 22, 2021. Motion carried unanimously by members present.

MANAGERS REPORT – Tracey talked about LIHWAP (low-income household water assistance program). The Borough has requested for JMA to have a discussion on any future projects on Julia, Grove, and W. Center Street with in the next 5 years. JMA was awarded \$10,000.00 towards medical insurance for December 2021. Reminder to JMA employees: bi-weekly payroll effective January 2022. Recommendation - Signage for WWTP entrance, Flag for Powers Run Field Office. Adrian Bevacqua spoke about not out-sourcing work that we can do at JMA moving forward. Travis Long stated that his rate will continue to stay the same pre agreement. Travis also talked about the Powers Run Dam breach. Tracey Mehalko spoke on LIHWAP and its benefits to people in need and will continue to provide updates on this program. There was discussion on the old water tank that was on the Silver Creek system. Emil Zaunick expressed concerns about water.

ENGINEERS REPORT – CAPITAL IMPROVEMENTS PROJECT (WATER TREATMENT, STORAGE AND DISTRIBUTION) – USDA FUNDED: JHA will continue to provide any assistance in the finalization/closeout process as applicable. JHA continues to work with JMA on decommissioning processing. o Further decommissioning will be necessary but shall be done when staffing is available (complete dewatering of tanks, sludge removal, well pump extraction, chemical removal, etc.). JHA continues correspondence with chief water operator on various items (operation, 12" line replacement, reports, performance, compliance, etc.). Rights-of-Way easements in processing with Solicitor Brown remain ongoing. JHA and Solicitor Brown continue to address easements for the water line extension and will be having a meeting review and discuss. Permitting packages being finalized and to be submitted by year end.
 CAPITAL IMPROVEMENTS PROJECTS (WATER DISTRIBUTION SYSTEM EXTENSIONS AND REPLACEMENTS) – PLANNED PENNVEST FUNDED:

WATER: JHA continues to correspond closely with JMA, operations staff o JHA continues to work closely with JMA Manager and JMA staff to address various items, provide training and keep facilities in compliance status. Attention to DEP items remain ongoing (i.e. monitoring plans, SOP's for new system need to be developed and will work with Ken on this task). JHA has transitioned all reporting over to JMA staff, and simply provides QA/QC reviews and guidance as needed for compliance. o JHA recommends submitting notice to DEP terminating reporting requirements for Powers Run and Silver Creek now that decommissioning is complete. This helps ensure reporting violations do not occur. General correspondences remain ongoing

WASTEWATER: JHA continues to correspond with operation staff on optimization of facility, questions/comments and any general items of discussion as needed. Worked with Chief Wastewater Operator on annual Form 43 analysis (associated with material disposal at landfill).

GRANTS AND FUNDING ASSISTANCE: JHA continues to monitor all grant funding sources and opportunities and will make available said findings to JMA for review and considerations as applicable. Act 13 Grants

Appalachian Regional Commission, Economic Development Grants, etc.

American Rivers (i.e. Powers Run Dam Breach), information was submitted to Lisa Segedy on the dam.

Correspondence remains ongoing and will be followed up with again this month. JHA and JMA will be corresponding with a Grants Consultant this week, that JMA Manager has identified to see if options exist.

MISCELLANEOUS: Powers Run Dam Issues – DEP review remains ongoing. Additional survey to validate the stream conditions (work completed 11/9). Approval Status Pending,

PROJECT ENGINEERS REPORT – WATER SYSTEM IMPROVEMENT PROJECT

Contract No. 1 - Water Treatment Plant, General Construction. Substantially complete per contract with the DEP operating permit. Substantial as of 8/16. Work on the rehabilitation on the existing 3rd Ave Tank began the week of 7/30. Began blasting on 8/5. 60% through the blasting. Only found one hole and based on the tank condition believe they may run into additional holes as the blasting continues. Began the repainting of the tank. Exterior painting only the roofing remains. Contractor working to address punch list items. Contractor paved the driveway, obtained a temporary building occupancy permit while waiting on the building signs. Contractor to begin the construction of Silver Creek Vault Structure the second week of December. Southern Corrosion is still waiting on DEP approval to dispose the blasting material. Contract No. 2 - Water Treatment Plant, Electrical Construction. Substantially complete per contract with the DEP operating permit. Substantial as of 8/16. Continuing to install electrical door openers and security cameras. To install a security camera on the flocculation and sedimentation tank, a new outlet is required. The cost to add a new outlet is \$1,095.47. The work was completed on 11/10 and 11/11 per instruction of JMA Manager. Contract No. 3 - Water Storage Tank Work: Work is substantially complete per USDA inspection on May 26, 2021. Final completion documents should be signed and submitted to USDA for contract closeout. Contract No. 4 - Water Distribution System Improvements: A second list of valves and hydrants was submitted to Continental for pricing to install under USDA. The Authority reports that the easements have been signed and an HOP permit was submitted to begin construction on the 12" line. HOP Permit received 11/18/21. Silver Creek Pressure Reducing Vault. Coordinated and assisted with making modifications to pressure reducing valve to allow water to be returned to system when pump station isn't running. This will improve tank water quality and improve efficiency. W.C. Weil Company provided parts and labor at no charge to Authority.

COMMITTEE REPORTS –

- a. Administration – no report
- b. Finance– no report
- c. Fire Department– no report
- d. Hiring – no report
- e. Johnsonburg Borough– no report
- f. Operations– no report

OPENING OF SEALED BIDS FOR: Bids will be reviewed by JMA and awards will be presented at the January 2022 meeting.

- LAB WORK FOR 2022
 - Fairway Labs
 - White Oaks
- RESTORATION WORK FOR 2022
 - M&M Contracting
 - Dean Construction
 - The Driveway Company
- EXCAVATION WORK FOR 2022
 - M&M Contracting
 - Dean Construction

APPROVAL FOR ADDITIONAL VALVE AND HYDRANT WORK – This is on hold until locations and pricing are confirmed. This will be discussed in more detailed in the January 2022 meeting.

**This was pre- approved pending a price before final approval.*

APPROVAL FOR HEAT TAPE FOR SEWER LINE ON VENNERS ISLAND – This is tabled until more discussions are had with DOMTAR and what steps will need to be taken in the future.

APPROVAL FOR 12 INCH LINE MATERIALS – A motion was made by Chuck DeStephano and seconded by Rick Zeigler to approve Continental Construction for 12-inch line invoices: Invoice# 138660 = \$23,408.00 and Invoice# 138907 = \$30,856.00. Motion carried unanimously by members present.

APPROVAL TO PROVIDE \$1.00 TO EMPLOYEE CARRYING ON-CALL PHONE - A motion was made by Chuck DeStephano and seconded by Rick Zeigler to approve an extra \$1.00 per hour to the JMA employee carrying the On-Call phone during off hours. Motion carried unanimously by members present.

APPROVAL TO PROVIDE BOOT ALLOWANCE - A motion was made by Rick Zeigler and seconded by Ken Polaski to approve a \$300.00 boot allowance per year per JMA employee. Roll all vote: Jim Reinsburrow – excused, Rick Zeigler – yes, Ken Polaski – yes, Chuck DeStephano – no, Thomas Weaver – no, Earl Park – yes, Denny Asti – no. This was a tie vote (3 to 3), motion failed. This topic will be put on the January 2022 meeting agenda for further review.

APPROVAL OF ENERGY RATE - A motion was made by Chuck DeStephano and seconded by Thomas Weaver to approve energy rate with APPI of a locked in rate for \$0.05983 for a 48-month term for accounts that end in April 2022 and 51-months for accounts that currently not with a supplier. Motion carried unanimously by members present.

APPROVAL TO UPGRADE WWTP – A motion was made by Denny Asti and seconded by Thomas Weaver to approve ELCON for the upgrade for the WWTP at a cost of \$335,200.00. Motion carried unanimously by members present.

*Also noted: there was a lot of discussion on upgrade, timing, need and lead time of this program.

JMA 2022 BOARD MEETING SCHEDULE - A motion was made by Rick Zeigler and seconded by Thomas Weaver to approve the 2022 Board Meeting Schedule. Motion carried unanimously by members present.

4:00 PM will continue to be meeting time.

- January 12, 2022
- February 9, 2022
- March 9, 2022
- April 13, 2022
- May 11, 2022
- June 8, 2022
- July 13, 2022
- August 10, 2022
- September 14, 2022
- October 12, 2022
- November 9, 2022
- December 14, 2022

APPROVAL OF TREASURERS REPORT (financial snapshot) Motion was made by Chuck DeStephano and seconded by Thomas Weaver to approve the treasurers as presented. Motion carried unanimously by members present.

Bank Balances as of: 11-30-21

Northwest

Sewer Money Market - \$ 64,208.69

Payroll - \$ 11,944.85

Water Pennvest - \$ 2,658.96

Sewer Pennvest - \$ 37,852.57

Operating Checking - \$ 281,054.48

Sewer Savings - \$ 76,663.09

Water Savings - \$ 1,103,801.42

CNB

CD - \$ 25,930.42

Savings Acct. - \$ 21,017.70

Water Project Checking (COA) - \$ 276,269.60

Sewer Checking - \$ 9,953.84

Waterline Extension - \$ 12.00

August Debt Payments Due

CNB Mortgage - \$284.86

Pennvest - \$2,148.32

Pennvest - \$15,529.32

Pennvest - \$8,580.54

Pennvest - \$11,718.30

APPROVAL OF BILLS -Motion was made by Rick Zeigler and seconded by Ken Polaski to amend the agenda to include receptacles/circuit for security cameras at the new water plant at a cost of \$1,042.50 and will be covered under contingency monies. Motion carried unanimously by member present.

Motion was made by Rick Zeigler and seconded by Ken Polaski to approve bills as presented. Motion carried unanimously by members present

WATER: \$56,973.65

WASTEWATER: \$50,334.69

CONTRACT NO.1 PAY APPLICATION #26: \$31,549.41

CONTRACT NO.2 PAY APPLICATION #14: \$8,700.00

GD&F INVOICE #72: \$860.00

DAVE KRONENWETTER: \$1,4042.50

BUSINESS AFFAIRS – JMA and Johnsonburg Borough will be meeting to discuss anti-skid on the road to the new water plant.

BOARD DISCUSSION – Rick Brown will provide an update per boil water notice relating to Dill Hill. JMA will need to look more into the issue with the steps on 1st and Chestnut. JMA will continue to have further discussion with Johnsonburg school per school-to -work student at JMA. Jones Township sewer meter was discussed. Travis Long will be reviewing the sewer meter with Jones Township in preparation of next JMA board meeting.

COMMENTS FROM VISITORS –Al Maletto talked about the Rolfe bridge.

EXECUTIVE SESSION – None

ADJOURNMENT OF MEETING- Motion made by Rick Zeigler and seconded by Ken Polaski to adjourn the meeting at 6:10 PM. Motion carried unanimously by members present.

Kenneth Polaski,
Secretary
DJN

Johnsonburg Recreation Activities Board Minutes – Thur. December 2, 2021

Meeting called to order at 5:00 pm

Present: , James Lecker, Tara Poague, Patty McDivitt, Scott Cherry, Nikki Zimmerman, TJ Weaver

Guest: None

Absent: Sarah Grunthaner, John O'Rourke

October minutes were reviewed and Jim L. motioned to accept followed by a second from TJ Weaver- Minutes were approved.

Financial Report:

Membership	1349.00
Building Use/ open gym	107.00
Key Cards	70.00
Donations	820.00
Domtar	113.50
Rental	640.00
Wall of Honor	190.00
Grants	5000.00
Day Pass	15.00
Open Swim	160.00
Event (soup sale)	1252.00
silver Sneakers	112.50
Woman's Locker Room	<u>.00</u>

9,828.50 total

Presidents Report:

Upgrade computer system: only 4 days of memory at this time. Carlson gave a quote for \$255.99 for 30 days of storage for computer system.

Gym use cost: continue to have \$10 an hour

Gymnastics Equipment: can store at the library until we know what to do. Soccer kids will volunteer time to move out equipment. All decorations will be moved to another area of the building to work on 3rd floor.

Soup sale is Dec. 17

Indoor soccer will be on Sundays from 1-3 pm. Open to public, not just soccer team.

Camera facing the building: should be moved to be able to see the side of the building.

Directors Report: November & December

Festival of Flavors: Did not do as well but did profit \$1600.

CJD Walk- huge success, already booked for 10/08/22

Vending show here on 11/20/21. Benefit for CASPSEA. They paid up \$100 to have it here. They want to do this every year and offered to have one to benefit the JCC.

Halloween Haunted House- went very well for the first time. Made \$720.

Christmas parade: 5pm on December 5th. Need street shut down. Parade will end at JCC and Santa will be here to greet the children.

Lifeguards: having trouble getting lifeguards. Will ask Aiden/Cameron to start.

Leadership of Elk County: will be here 12/8/21. Jim is going to give the tour to showcase the building then they will be on the 3rd floor in mid afternoon doing presentations.

February Lottery tickets are in. \$10 each. We only have to sell 250 before January 25th.

Multiphasic testing will be here on April, 5, 2022. They will give \$200 to use the gym from 9am-6pm. They will need 6 tables and 35 chairs. -

Election day- we received \$140 rental money for this.

Soup Sale: October Sale was \$600. Nov. sale made \$1252. sold out by 11am. We will not take pre-orders after Monday prior to the sale due to running out early for orders- Next is December 17.

Purse Bingo- we have tickets in the office. Everyone trying to sell 10 tickets each.

Borough agreed to hiring both Kellie & Cindy. Kellie permanent and Cindy as needed.

Our Woman Who Care grant has been given and awarded \$5000.00

John Walker held scaffolding classes here on Nov. 3 We charged \$10/hr. Ok to continue if it comes up again.

Wrestlers began using the pool. We charged \$20/hr due to having to pay the life guard.

Our free library is registered on the official map. Geno installed it under the eagle scout board.

We have a new life guard starting. Jared Braun. He is going to fill in all the empty slots for morning, afternoon and evening. He is only here until February.

Laura Sorg quit. He was not happy that we allowed the Cheerleaders to rent the room when she was not using it. I have reached out to a few instructors. Have asked a few people about buying the equipment.

Lottery tickets discussed and the timeline. Ours will be in February 2022.

Jim Lecker November/ December Report:

Volunteer hours October: 371.5; November 231.5

Ricky Love fixed the wall in the basement.

Women's Locker room is coming along good

Mike Pura fixed the water problem in the womens locker room

Tettis installed all the new heating/ air conditioning, the only thing he has left is the spiral pipe.

Geno installed the AED box in the lobby and the little free library and fixed the drainpipes.

Updyke fixed and the wiring in the office.

Decorated for the Haunted house and Christmas

Slade Horner fixed the blacktop.

Needs Approved:

Flag poles around the track for \$110 for both. Jim Lecker made a motion to purchase and install. Patty McDivitt seconded the motion. All in favor.

Jim Lecker made a motion to add a second camera to the gym for \$250.00. Patty McDivitt seconded the motion.

Meeting Adjourned @ 5:53pm