

# JACKSON TWP WATER AUTHORITY

(JTWA)

Monthly Meeting

February 26, 2019

7 pm

## **CALL TO ORDER**

WALTER DITCHCREEK, CHAIRMAN OPENED THE MEETING WITH A PRAYER AND THE PLEDGE OF ALLEGIANCE. Others board members in attendance were John Wallet, Secretary, Bill Grubb, Asst. Treasurer / Secretary; Robb Piper, Vice Chairman and Don Hrapchak, Treasurer. Others in attendance were CJ Webb, Solicitor; Pat Mulchay, EADS Group; Jim Deter, CPA; Fred Meier, Foreman and Debra Buksa, office secretary. Covering for the *Nanty Glo Journal* was Allie Garver.

## **PUBLIC COMMENTS:**

None

## **APPROVAL OF THE MINUTES:**

*ON MOTION BY JOHN, SECOND BY BILL AND APPROVED BY ALL TO ACCEPT THE MINUTES OF JANUARY 22, 2019 AS PRINTED.*

## **CPA REPORT:** (Jim Deter)

Jim supplied the 12-month Statement of Income.

*ON MOTION BY ROBB, SECOND BY JOHN AND APPROVED BY ALL TO ACCEPT THE 12-MONTH STATEMENT OF INCOME.*

## **ENGINEER'S REPORT** (Pat Mulchay)

Pat announced that The Eads Group will be holding an informative training session covering the changes to the PA 1 Call System on March 13<sup>th</sup>. The training is open to The Eads' clients free of charge and operators will be credited with 2 hours of continuing education.

## **SOLICITOR'S REPORT:** (CJ Webb)

The Solicitor requested an executive session to follow regular meeting to discuss two different legal matters.

CJ had also made a comment regarding the new PA 1 rules. He explained that under the new rules, if a utility line is damaged, all involved need to report the incident not just the one who did the damage. It was also decided that the best way to document a marked site is taking a photo once marked.

## **FOREMAN'S REPORT:** (Fred Meier)

- Pumping is around 289,000 gallons a night.
- Responded to 53 PA One calls.
- Posted 30 customers for non-payment, shut off (6) customers off- 2 back on
- We fixed main line leak on Fairview Ave.
- There are 2 leaks on the customer's side that we know of.
- Plowed snow at tanks
- We got parts to put in the new meter at the George Wyse pump station.

**OFFICE MANAGER'S REPORT:** (Debra Buksa)

**Administrative**

Water collections for the billing period 12/25/18 to 1/25/19 to date \$61,913.64.

Submitted monthly allocation reports.

**Banking:** As of February 26, 2019

- *Depreciation:* \$17,143.19 (debt service semi-annually payments \$36,694.03)  
Payments are February and August
- *Revenue:* \$64,780.92
- *Customer Deposit:* \$575.04  
(\$721.55 outstanding checks)

**PAYMENT OF JANUARY'S BILLS:**

***ON MOTION BY BILL SECOND BY JOHN AND APPROVED BY ALL TO PAY JANUARY'S BILLS.***

**CORRESPONDENCE:**

- Copy of letter from JTWA to TriStar –stolen equipment 2/21/19
- Somerset Trust –loan statement
- Eads Group –Statement of Ethics 2/22/19
- CJ Webb –Statement of Ethics 2/15/19
- Email from DEP – typo for TTHM by lab 1/30/19
- Email from Pat (Eads) –vacation 2/12/19
- Penelec- Snyder Road rates 2/1/19

**NEW BUSINESS:**

***ON MOTION BY ROBB, SECOND BY DON AND APPROVED BY ALL IN ALLOWING FRED AND WILLY TO ATTEND A TRAINING SESSION BEING HELD BE THE EADS GROUP ON MARCH 13 REGARDING THE NEW RULES FOR PLACING A PA 1 CALL.***

**OLD BUSINESS:**

Don inquired if Mr. Dugan's questions from last month's meeting have been addressed. CJ said that would be covered in his executive session.

***THE SOLICITOR CALLED FOR AN EXECUTIVE SESSION AT 7:25 PM TO ADVISE THE BOARD ON TWO SEPARATE LEGAL MATTERS.***

The board reconvened the regular monthly meeting at 8:04 pm.

***ON MOTION BY JOHN, SECOND BY WALTER AND APPROVED BY ALL TO HAVE CJ WEBB, SOLICITOR CONTACT EBENSBURG BOROUGH AND INDEFINITELY SUSPEND CURRENT FEE ASSESSED TO JACKSON RESIDENTS RECEIVING EBENSBURG WATER.***

***ON MOTION BY BILL, SECOND BY JOHN AND APPROVED BY ALL TO INSTRUCT THE JTWA STAFF NOT TO TURN WATER SERVICE ON FOR ANY VACANT LOTS UNTIL OUTSTANDING DELINQUENT ACCOUNTS ARE PAID.***

**ADJOURNMENT:**

***ON MOTION BY DON, SECOND BY BILL AND APPROVED BY ALL TO ADJOURN AT 8:10 PM.***