

JACKSON TWP WATER AUTHORITY (JTWA)

Monthly Meeting Minutes

August 24, 2021 at 6:00 pm

CALL TO ORDER: 6:00pm

ROBB PIPER, CHAIRMAN, OPENED THE MEETING WITH THE PLEDGE OF ALLEGIANCE AND PRAYER. Other board members in attendance were Walter Ditchcreek, Vice Chairman; John Wallet, Secretary; Don Hrapchak, Asst. Treasurer/Secretary. Absent board member was Terri Modic, Treasurer. Others in attendance were CJ Webb, Solicitor; Kim Dorchak, Kotzan CPA; Julie Hartline, Ebensburg Insurance; Steve Sewak, EADS Group; Fred Meier, Foreman; Melanie Bender, Office Manager; and Allie Byers, Nanty Glo Journal.

PUBLIC COMMENTS: None.

APPROVAL OF THE MINUTES:

ON MOTION BY DON, SECOND BY WALTER AND APPROVED BY ALL TO ACCEPT THE MINUTES OF JULY 27, 2021 AS PRINTED.

PRESENTATION OF THE 2020 AUDIT BY KIM DORCHAK, CPA:

- Kim stated that our financial statements are not for a full year (02/ 2020-12/ 2021), but next year will be a full year.
- Depreciation expenses are missing this year which lead to the adverse opinion they gave us.
- Kim can give us a depreciation estimate for under \$1,000.00 and it will be there moving on forward.
- Kim will get us a template for the board to approve for the next meeting.
- Kim reviewed the JTWA 2020 (11 month period) Audit that she prepared for us. (See attached)

EBENSBURG INSURANCE PRESENTATION BY JULIE HARTLINE:

- Julie read over and explained the comparison chart that she provided for us. (See attached).
- EMC Insurance was offering a package/worker's compensation for \$21,378.00, while the Selective Insurance package/worker's compensation was only \$17,578.00. The third Insurance Company would not return their request for a quote.

CHAIRMAN'S REPORT: (Robb Piper): None

ENGINEER'S REPORT: (Steve Sewak)

- Industrial Park Waterline Project: Additional survey data was picked up today by surveyors and will be implemented into the design (Whitetail Road P.S. and Mile Hill Tank site). The design will be completed by the September meeting and they request authorization to bid project at that meeting. Robb requested a cost estimate by the next meeting.
- Additional Insurance Quote Information: As requested, additional information pertaining to the water storage tanks was emailed to the Authority on 08/23/2021. If anything else is needed, let them know. Board replied no more is needed.

- Meter Pit Installation as part of Property Resale: Meter pit installation specifications were emailed to JTWA and CJ Webb on 08/23/2021. If additional information is needed to prepare the resolution to modify the Authority Rules and Regulations, let them know. CJ Webb commented that he is working with Pat on this right now. He may need to tweak some of the language.
- Odgen Road P.S. Fence: EADS contacted Craig Fencing, Inc. and informed them they were awarded the fencing project. They will conduct a site visit in late Sept. and are planning to install the fence mid-Oct.

SOLICITOR'S REPORT: (CJ Webb): None

FOREMAN'S REPORT: (Fred Meier)

- Fred read his report (See Attached). Robb asked Fred how it was having a summer intern and Fred replied that Joe Bernard was a help to him. Fred thought that Joe learned a lot as a first year engineering student and felt that it was a good learning experience for him.

OFFICE MANAGER'S REPORT: (Melanie Bender)

- Melanie read her report (See attached).

PAYMENT OF BILLS:

ON MOTION BY DON, SECOND BY WALTER AND APPROVED BY ALL TO PAY THE AUGUST 2021 BILLS.

CORRESPONDENCE:

- 2020 Audit Report
- Ebensburg Insurance Comparison Chart

NEW BUSINESS:

ON MOTION BY JOHN, SECOND BY DON AND APPROVED BY ALL TO ACCEPT THE 2020 AUDIT REPORT.

ON MOTION BY JOHN, SECOND BY ROBB AND APPROVED BY ALL TO ACCEPT THE 2020 CONDENSED AUDIT REPORT FOR PUBLICATION IN THE JOHNSTOWN TRIBUNE DEMOCRAT.

ON MOTION BY ROBB, SECOND BY DON AND APPROVED BY ALL TO ASK JACKSON TWP. IF WE MAY CONTINUE HOLDING OUR MONTHLY BOARD MEETINGS AT THE SENIOR CENTER FOR THE REMAINDER OF THE 2021 YEAR.

OLD BUSINESS:

ON MOTION BY JOHN, SECOND BY DON AND APPROVED BY ALL TO ACCEPT THE RENEWAL OF OUR SELECTIVE INSURANCE POLICY FOR \$17,578.00.

ADJOURNMENT:

ON MOTION BY DON, SECOND BY WALTER AND APPROVED BY ALL TO ADJOURN AT 6:50 PM