

# JACKSON TWP WATER AUTHORITY (JTWA)

## Board Meeting Minutes

Tuesday, September 28, 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; Terri Modic, Treasurer. Others in attendance were CJ Webb, Solicitor; Pat Mulcahy; Fred Meier, Foreman; Melanie Bender, Office Manager; and Amanda Datsko, 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 AUGUST 24, 2021 AS PRINTED.

### CHAIRMAN'S REPORT: (Robb Piper)

- Robb stated that we are working with CJ on two new resolutions.

### ENGINEER'S REPORT: (Pat Mulcahy)

- Pat reported the he received a quote from Mid-Atlantic for \$524,000 to raise the tank to full capacity. There is not enough money in the grant, so the idea to raise the tank may need to be cancelled or only take the tank up to 39 feet. The original estimate was \$88,000 to raise the tank 15 feet.
- Bids on pressure reducing station: orders are taking 3-3.5 months to get supplies.
- 200 million was given to the Army Corps of Engineers to disperse into local municipalities. Pat will inquire about our eligibility.

### SOLICITOR'S REPORT: (CJ Webb) None.

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

- Fred distributed & read three of his reports to the board:
  - 1) Monthly Log Report
  - 2) Case for Hiring a Water Distribution Operator
  - 3) Potential Purchase of Water from Croyle Township

**OFFICE MANAGER'S REPORT:** (Melanie Bender)

- Melanie distributed the financial report for September which included the bill payment list, bank balance and budget vs. actuals.
- For the board's review, Melanie gave the board the MMO Worksheet for Plan Year 2020.
- Melanie & Kristin attended the annual MuniLink Virtual Conference on Sept. 14 & 15.

**PAYMENT OF BILLS:**

**ON MOTION BY JOHN, SECOND BY WALTER AND APPROVED BY ALL TO PAY SEPTEMBER'S BILLS.**

**CORRESPONDENCE:**

- Capital Assets & Depreciation Policy

**NEW BUSINESS:**

**ON MOTION BY ROBB, SECOND BY TERRI AND APPROVED BY ALL TO ACCEPT EADS TO START COLLECTING BIDS FOR THE WATERLINE ADVERTISEMENT.**

**ON MOTION BY JOHN, SECOND BY WALTER AND APPROVED BY ALL TO ADOPT RESOLUTION #09-28-2021-02 TO SHUT OFF WATER FOR NONPAYMENT AND DIRECTING OTHER NECESSARY AND PROPER ACTION.**

**ON MOTION BY WALTER, SECOND BY DON AND APPROVED BY ALL TO ACCEPT THE CAPITAL ASSETS & DEPRECIATION POLICY PROVIDED BY KOTZAN CPA & ASSOCIATES.**

*AT 6:34PM, THE BOARD WENT INTO EXECUTIVE SESSION TO MEET WITH C.J. WEBB CONCERNING PERSONNEL ISSUES. THE BOARD RETURNED AT 7:25PM. NO DECISIONS WERE MADE.*

**OLD BUSINESS:**

**ON MOTION BY ROBB, SECOND BY WALTER AND APPROVED BY ALL TO APPROVE RESOLUTION #09-28-2021-01 TO ADOPT AND/OR AMEND THE RULES AND REGULATIONS GOVERNING THE FURNISHING OF WATER SERVICE IN JACKSON TWP, CAMBRIA COUNTY, PENNSYLVANIA, AND DIRECTING OTHER NECESSARY AND PROPER ACTION.**

**ADJOURNMENT:**

**ON MOTION BY DON, SECOND BY TERRI AND APPROVED BY ALL TO ADJOURN AT 7:31 PM.**