

# **Williamstown Borough Authority Meeting Minutes**

**November 3, 2021**

Williamstown Borough Authority met Wednesday November 3, 2021 at 7:00 p.m. in Council Chambers. Board Members present were Chairman Stephen Denkovich, Michael Minnich, Mark Challenger, Jr., Lee Moss, Solicitor Joseph Kerwin and Secretary Lynne Daniel. Absent was Jack Schaeffer, Jr.

The meeting was called to order at 7:00pm. The Pledge of Allegiance to the Flag was recited. The minutes from the October 6<sup>th</sup> meeting were reviewed and approved as written.

It was reported that we received (5) applications for the Sewer Operator Position. Joe D'Agostino also submitted an application for the Sewer Manager position. Interviews and a tentative decision would like to be finalized by year end and hire for the beginning of 2022. Copies of applications will be provided to Lee Moss and Mark Challenger, Jr. for review. The budget is still being worked on and will hopefully be ready for the December meeting.

A quote for \$4,640.00 was received for quarterly maintenance of the Muffin Monster. It was decided to approve the maintenance agreement. Lee Moss suggested our guys see what the maintenance process consists of for their own knowledge.

Solicitor Kerwin reported he had given the sample signage to Scott Maurer but will give it to Secretary Lynne Daniel to see where we can get the signs made up. Joe also reported that Tim Leshner is to contact Deibler/Straub and Troutman concerning insurance coverage and they will send the invoice to the office for payment. Tim Leshner also needs to submit his working hours to the office. Solicitor Kerwin suggested the authority come up with some shovel-ready projects in the event grant money becomes of available. Steve Denkovich suggested fencing around the water plant would be an excellent project.

A quote for the Scada system was received and it was decided to accept immediately since prices are consistently going up. The price is approximately \$1400.00. Steve Denkovich suggested a new item "Classes/Training" be added to our monthly agenda and council should be informed what and when these classes are being planned. The delinquent report was reviewed with \$11,665.71 in recoverable payments.

An executive session was called at 7:27. The meeting reconvened at 7:32.

Lee Moss made a motion to pay the bills. Mark Challenger, Jr. 2<sup>nd</sup> the motion and all were in favor. Lee Moss made a motion to adjourn the meeting. Mark Challenger, Jr. 2<sup>nd</sup> the motion and all were in favor.

**NEXT MEETING WEDNESDAY, DECEMBER 1, 2021**

*"This institution is an equal opportunity provider and employer."*