

# Williamstown Borough Authority Meeting Minutes

April 5<sup>th</sup>, 2023

Williamstown Borough Authority met April 5<sup>th</sup>, 2023 at 7:00 p.m. in Council Chambers. Board Members present were Chairman Stephen Denkovich, Vice Chairman Jack Schaeffer, Mark Challenger Jr., Lee Moss, Solicitor Joe Kerwin, Secretary Rikki Merwine, and Operator Shane Zellers. Absent was Dale Edinger. Dane Williard was present.

The meeting was called to order at 7:00pm. The Pledge of Allegiance to the Flag was recited. The minutes from the March 1<sup>st</sup>, 2023 meeting were reviewed and approved as written.

**Grant Updates-** Vice Chairman Jack Schaeffer Jr reported that we got the horse and gaming grant for \$90,000 for Water Meter Replacement Project. He is awaiting the email to sign, and then we will order meters. It was reported that we tentatively got the \$56,000 CDBG grant. The county has not received formal allocation form, they are preparing the annual action plan.

**Solicitor-** Nothing to report. Will monitor grants and report when CDBG grant opens. A sherrif sale was further discussed on the Gonder property. The Authority would have to buy out the existing mortgage to fore the sale. Solicitor Kerwin stated that we can dig up and place a shut off valve, and pack excavating invoices on current judgment against Gonder, or send a balloon up there to blow up and block the pipes. We can send a letter letting him know of our intent to block off the sewer line. Operator Zellers stated that it would be a big project but they do have access to manhole. Perhaps putting a camera in there to check it out.

**Manager's Report-** Reviewed. Chairman Denkovich asked how many meters are installed, Zellers answered about 125. Vice Char Schaeffer questioned in JP was there to fix leaks, Zellers reported they were there today. Zellers stated that the turbidity is getting better, but they think the piping is the problem. Chairman Denkovich questioned getting a new chlorine chemical pump, and Zellers said he was shopping around. USA Bluebook has for \$1,600 for just pump. Another place has for approx. \$1,400 for pump and valve, but still need rebuild kit for either purchase. Vice Chair Schaeffer asked how much a rebuild kilt is, Zellers reported about \$120. Chairman Denkovich asked how old the pump was, Zellers stated it is only 8-10 months but it pumps non-stop all day for chlorine. *Jack Schaeffer & Mark Challenger Jr motioned to purchased the Pump, Valve, and Rebuild Kit for the lesser cost. Motion Carried.*

An invoice from Drum Excavating for \$450 was paid by the Authority for the meter pit removal and labor at 904 W Market. Charlie Dietrich will make payments to the Authority to pay off the bill.

Zellers wanted to thank Road Supervisor Bill Miller for moving millings.

Chairman Denkovich stated that Charles Croft name is still on an invoice account with Envirep. Zellers told him that he will tell them to change the name.

Zellers reported that the Muffin Monster is so far so good.

**New Business:** Operations Manager Joe D'agostino is retiring April 9<sup>th</sup>. A job advertisement has been placed in the Citizen Standard, PRWA, and the Authority website until the end of April. The Authority received quotes for Entry Door for 1 building. The quote was \$13,000 for 1 double and 3

single doors. The Authority will prioritize and spread out over time. It would be \$5,00 for the main double door. *Jack Schaeffer Jr and Lee Moss motioned to accept and purchase the main double door. Motion carried.*

**An executive meeting was called by Vice Chair Jack Schaeffer Jr at 7:28 PM for personnel reasons. The meeting reconvened at 7:32 PM. Vice Chair Schaeffer motioned to change Shane Zellers title to the Operations Manager and raise the rate to the current Operations Manager rate, effective next pay period. Mark Challenger 2<sup>nd</sup> the motion. All were in favor.**

**Delinquent Report-** Reviewed.

**Bills & Payroll:** *Motion by: Jack, to approve timesheets. 2<sup>nd</sup> Lee. -Motion Carried.*

*Motion by: Jack, to pay bills. 2<sup>nd</sup> by Lee Moss. -Motion Carried.*

**Adjournment-** *The meeting adjourned at 7:34 PM on the motion of Lee and Jack.*

**NEXT MEETING WEDNESDAY, May 3<sup>rd</sup>, 2023**

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