

Williamstown Borough Authority Meeting Minutes

October 4th, 2023

Williamstown Borough Authority met October 4th, 2023 at 7:00 p.m. in Council Chambers. Board Members present were Chairman Stephen Denkovich, Vice Chairman Jack Schaeffer Jr, Lee Moss, Mark Challenger Jr., Solicitor Joe Kerwin, Secretary Rikki Merwine, and Operations Manager 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 September 6th, 2023 meeting were reviewed and approved after a correction.

There were no citizens.

Grant Updates- The Authority received the CDBG award letter for 4 pieces of equipment and still need to receive the contract. The Control Panel Grant was submitted for the water plant.

Solicitor- Solicitor Kerwin reported that the Gonder lien is continuing to be updated. Kerwin drafted a letter to send to Chad and his significant other. He is looking in to see what other Authorities would do in a situation like this. Zellers reported that the clean out is on Gonder's property and would affect next customer.

Manager's Report- Reviewed. Biro's hauled sludge. Zellers will also get them to do the pump stations and wet wells, as well as the football field lane. There is about \$18,000 left in budget for hauling. Larry Mugio wants to run sewer to his shed. Drum Excavating will have to run a line at the top of Fairview all the way out to the property line. Muggio would need to pay the \$2,000 tap on fee, as well as paying Drum Excavating. Vice Chair Schaeffer Jr asked how many new meters we have installed, Shane said about 270. Schaeffer Jr informed Zellers to bring surge protector quote to the November meeting.

Correspondence:

- The bank reconciliations for the month of August were reviewed by Jack Schaeffer Jr.
- The secretary will have paperwork regarding PLGIT to sign for the next meeting.
- Zellers reported that the personnel got badges so that they can identify themselves to customers. He will look into getting truck magnets as well.

Delinquent Report- Reviewed.

Bills & Payroll: *Motion by: Lee Moss, to approve timesheets. 2nd by Jack Schaeffer Jr. -Motion Carried.*

Motion by: Lee Moss, to pay bills. 2nd by Mark Challenger Jr.. -Motion Carried.

Adjournment- *The meeting adjourned at 7:27 PM on the motion of Lee Moss. and Jack Schaeffer Jr. .*

NEXT MEETING WEDNESDAY, November 1st, 2023

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