

Williamstown Borough Authority Meeting Minutes

January 3rd, 2024

Williamstown Borough Authority met January 3rd, 2024 at 7:00 p.m. in Council Chambers. Board Members present were Chairman Stephen Denkovich, Vice Chairman Jack Schaeffer Jr, Mark Challenger Jr., Dale Edinger, Solicitor Joe Kerwin, Secretary Rikki Kasper, and Operations Manager Shane Zellers. Absent was Lee Moss. 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 December 6th, 2023 meeting were reviewed and approved as written.

There were no citizens.

Re-organization was on the agenda. Chairman Denkovich questioned why re-organization was on the agenda. This was also questioned by the Chairman in 2023, and in 2023, the board agreed to follow the Borough's re-organization schedule of every **even** year. The Chairman stated that the minutes were wrong and the secretary reminded the board that the minutes were approved as written in February 2023. Historically, the Authority re-organized ever year. The Board approved to stick with the decision to follow the re-organization schedule of every **even** year. *-Solicitor Kerwin declared all seats vacant. A motion was made by Dale Edinger and Mark Challenger to keep Stephen Denkovich as Chairman. A motion was made by Dale Edinger and Mark Challenger to keep Jack Schaeffer Jr. as Vice Chairman. A motion was made by Stephen Denkovich and Lee Moss to keep Mark Challenger Jr. as Secretary.*
The meeting continued as normal.

Grant Updates- The grant contract was received. Shane ordered the equipment.

Solicitor- Solicitor Kerwin informed council that Gonder has not made a payment since last meeting. He also informed the Authority that we have not received anything regarding the lien at 241 E Market.

Manager's Report- Reviewed. Shane informed the board that there are approximately 250 meters installed. The installation process of meters is starting to pick up. Zellers will try to do sections at a time, and conquer Laurel Hill in a day, as well as DCH on Vine and Market. Chairman Denkovich asked how the muffin monster was working and Zellers answered good. There is no ETA on the equipment that was ordered for the grant. Zellers informed the board that he and the secretary both have access to a "To-Do Calendar" and the secretary can schedule meters and other jobs straight to the Personnel calendar.

The Catholic Church was brought into discussion. The new owner wants to split the deed and rent the Rectory. Solicitor Kerwin stated that it would need to be two separate deeds and two separate water lines. This would be on the new Owner to do. The account would be a commercial account and residential account if it were split. As of now, the account will be a commercial account.

The Authority assisted Lykens Authority in a water crisis. 90 thousand gallons were given to help. Lykens has expressed their appreciation.

Correspondence:

- The bank reconciliations for the month of November will be reviewed by the Vice Chairman on the next Monday.
- The secretary is waiting for the green light to move the funds to PLGIT.
- Vice Chairman Schaeffer wanted to thank Road Supervisor Bill Miller and Rikki Kasper for their remodel of the council chambers.

Delinquent Report- Not Available. The secretary did not have time to compile the list prior to the meeting.

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

Motion by: Dale Edinger, to pay bills. 2nd by Jack Schaeffer -Motion Carried.

Adjournment- *The meeting adjourned at 7:25 PM on the motion of Mark Challenger Jr. and Dale Edinger.*

NEXT MEETING WEDNESDAY, February 7th, 2024

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