

## Williamstown Borough Authority Meeting Minutes

September 4, 2024

Williamstown Borough Authority met September 4, 2024 at 7:00 p.m. in Council Chambers. Board Members present were Chairman Stephen Denkovich, Mark Challenger Jr., Gregory Evans, Barry Crosby, Solicitor Joe Kerwin, and Secretary Andrew Welker. Vice Chair Jack Schaeffer and Operations Manager Shane Zellers were absent

The meeting was called to order at 7:00pm. The Pledge of Allegiance to the Flag was recited. The minutes from the August 21, 2024 meeting were reviewed and approved as written.

The minutes were recorded and submitted by Secretary/Treasurer Hoover Financial Services.

**Citizens:** None

**Old Business:**

- A. Control Panels grant process is on track, and Solicitor Kerwin said to continue with the Hydrants grant for fire protection.

**Solicitor:**

- A. Operations Manager Shane Zellers is working with Mr. Kerwin to get him the information needed for regarding a broken joint lateral. Then the Authority needs to write a letter to Blue Sky Rental to fix a joint lateral.
- B. 674 East Market St – A lien has been placed on the property owned by Chad Gonder

**Manager's Report:** Shane Zellers provided a written report.

**Correspondence:** None

**New Business:**

- A. Delinquent Payment Options – The board discussed ways to receive payments from customers who do not pay their bill. As well as, talked about when an appropriate time is to shut off someone's water

**Delinquent Report:** No data was provided by the Secretary.

**Approval of Time Sheets:** Barry Crosby moved to approve employee time sheets as presented. Greg Evans seconded, and the motion carried unanimously. Time sheets were initialed by board members.

**Classes & Training:** Brian Thompson & Scott Warfel are in water training; and have classes every Tuesday until November 19<sup>th</sup>.

**Bills & Payroll:** Greg Evans moved to approve the payment of bills & payroll. Mark Challenger seconded, and the motion carried unanimously.

**Adjournment:** Greg Evans moved to adjourn the meeting. Mark Challenger seconded, and the motion carried unanimously. Chairman Stephen Denkovich adjourned the meeting at 7:30pm.

**NEXT MEETING WEDNESDAY, November 6, 2024**

*“This institution is an equal opportunity provider and employer.”*