

Williamstown Borough Authority Meeting Minutes

August 21, 2024

Williamstown Borough Authority met August 21st, 2024 at 7:00 p.m. in Council Chambers. Board Members present were Chairman Stephen Denkovich, Mark Challenger Jr., Gregory Evans, Barry Crosby, and Operations Manager Shane Zellers. Vice Chair Jack Schaeffer and Solicitor Joe Kerwin were absent.

The meeting was called to order at 7:00pm. The Pledge of Allegiance to the Flag was recited. The minutes from the July 10th, 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. Grants are all still in process for twelve (12) fire hydrants which will be submitted in September for a request of \$50,000.
- B. Employee Wages – The wage increases for Brian Thompson \$0.75/hr, Scott Warfel \$1.50/hr, and Shane Zellers \$1.50/hr were approved at the Williamstown Borough meeting on 8/5/2024.
- C. A new cap for the truck was installed the week of 8/26/2024.

Solicitor: No Report

Manager's Report: Shane Zellers provided a written report, and added further comment.

- A quote from West End Electric was reviewed for retrofitting the lights inside the water plant to LED at a cost of \$3,454. The authority is eligible for a rebate which reduces the cost to \$3,124 which would be paid from the Water Plant Maintenance Fund/Account. Barry Crosby moved to approve the quote as presented. Greg Evans seconded, and the motion carried unanimously.
- A quote was reviewed for a battery charger for the camera system at a cost \$199. Jack Shaeffer moved to approve the quote as presented. Mark Challenger seconded, and the motion carried unanimously.
- A quote was reviewed for a battery operated (24 Volt Lithium Ion) string trimmer, pole saw, and leaf blower at a cost of \$407; the products are available at Lowes. Barry Crosby moved to approve the quote as presented. Greg Evans seconded, and the motion carried unanimously.
- A quote was reviewed for a Husqvarna concrete saw cart at a cost of \$949. Jack Shaeffer moved to approve the quote as presented. Mark Challenger seconded, and motion carried unanimously.

Correspondence: None

New Business: None

Delinquent Report: No data was provided by the Secretary.

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

Classes & Training: Brian Thompson & Scott Warfel started water training August 20th, classes are every Tuesday until November 19th.

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

Adjournment: Chairman Stephen Denkovich adjourned the meeting at 7:22pm.

NEXT MEETING WEDNESDAY, September 4, 2024

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