

Williamstown Borough Authority Meeting Minutes

February 4 2026

Williamstown Borough Authority February 4, 2026 at 7:00 p.m. in Council Chambers. Board Members present were Chairman Stephen Denkovich, Vice Chairman Jack Schaeffer, Gregory Evans, Barry Crosby, Secretary Mike Keiser, Operations Manager Shane Zellers, Representing Operations Manager Brian Thompson and Secretary Andrew Welker. Solicitor Joe Kerwin was absent.

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

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

Citizens: Three citizens were present.

- Nichole Miller – Asking about information for a Handicap parking spot. The Authority board told her she needs to attend a Borough Council Meeting.

Old Business:

- **Grants** – All the information is in we are just awaiting approval from the county.
- **Forestry Plan** – Josh has the inventory done, and he needs to do the walkthrough to break the plot up which will occur when it gets warmer outside.

Solicitor: No report.

Manager's Report: Operations Manager Shane Zellers provided and reviewed a written report.

- Operations Manager Shane Zellers provided a quote in the amount of \$2,565.00 for 2 new pumps at the water plant. Jack Schaeffer moved to purchase the pumps for the sewer plant in the amount of \$2,565.00. Barry Crosby seconded, and the motion carried unanimously.
- Operations Manager received information about the aqua scope from EJP. Discussion ensued, and we are waiting for the September (budget time) to decide if we want to apply for a grant or buy it at the end of the year for the aqua scope that costs \$38,150.00.
- Operations Manager Shane Zellers informed the board that if people are on their second or third new meter that we are charging them to put a new one in if not well maintained.

Correspondence: None.

Delinquent Report: Secretary Andrew Welker provided and reviewed a report.

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

New Business:

- **Emergency Shutoffs** – If the operators need to turn off water in an emergency or overnight the water turn on/off fee will be \$100.00.

Classes & Training: None.

Bills & Payroll: Jack Schaeffer moved to approve the payment of bills & payroll. Gregory Evans seconded, and the motion carried unanimously.

Adjournment: Mike Keiser moved to adjourn the meeting. Gregory Evans seconded, and the motion carried unanimously. Chairman Stephen Denkovich adjourned the meeting at 7:40pm.

NEXT MEETING WEDNESDAY, March 4, 2026

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