

Williamstown Borough Authority Meeting Minutes

May 6 2026

Williamstown Borough Authority met May 6, 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, and Solicitor Joe Kerwin. Nobody was absent.

The meeting was called to order at 7:00pm. The Pledge of Allegiance to the Flag was recited. The minutes from the April 1st meeting were reviewed and approved as written.

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

Citizens: No citizens were present.

Old Business:

- **Grants** – Payment request for the first set of fire hydrants was submitted. We are waiting to hear from the county for the second set of fire hydrants.
- **Forestry Plan** – We received the plan, and are waiting to meet with Josh (the forester) to go over the next steps.

Solicitor: Solicitor Kerwin touched on the forestry plan, and talked about grant opportunities for a small piece of equipment to benefit both the Borough and Authority.

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

- Operations Manager Shane Zellers provided a quote in the amount of \$14,766.00 for an actuator at the sewer plant. Barry Crosby moved to purchase the actuator for the sewer plant. Gregory Evans seconded, and the motion carried unanimously.
- Operations Manager Shane Zellers provided a quote in the amount of \$3,013.00 for a check valve & pump repair. Jack Schaeffer moved to purchase the check valve and pump repair. Gregory Evans seconded, and the motion carried unanimously.
- Operations Manager Shane Zellers provided a quote in the amount of \$828.00 for new lighting on the flag pole at the plant. Jack Schaeffer moved to purchase the lighting for the flag pole at the plant. Barry Crosby seconded, and the motion carried unanimously.

Correspondence: None.

Delinquent Report: Secretary Andrew Welker provided and reviewed a written report. Jack Schaeffer to meet with Secretary Andrew Welker to get shut off letters out.

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:

Classes & Training: None.

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

Adjournment: Mike Keiser moved to adjourn the meeting. Barry Crosby seconded, and the motion carried unanimously. Chairman Stephen Denkovich adjourned the meeting at 7:30 pm.

NEXT MEETING WEDNESDAY, June 3, 2026

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