

Williamstown Borough Authority Meeting Minutes

March 5, 2014

Williamstown Borough Authority met Wednesday, March 5, 2014 at 7:00 p.m. in Council Chambers. Council Members present were Vice Chairman Charles Croft, Sr., Matthew Miller, Dave Neidlinger, Tim Kessinger, Mark Challenger Jr., Secretary Lynne Daniel, Interim Manager John Bender, Uni-Tek Representative Pat Ward. Citizens present were Steven Webster.

The meeting was called to order at 7:00PM. The Pledge to the Flag was recited.

Mark Challenger Jr. made a motion to appoint Charles Croft Sr. Chairman, Tim Kessinger 2nd, all in favor. Tim Kessinger made a motion to appoint Dave Neidlinger Vice Chairman, Mark Challenger Jr. 2nd, all in favor.

The minutes were reviewed and were approved as read.

Citizen Steven Webster was present to discuss the sewer line at his property on Julian Street which connects with the sewer line of the old school building. He was told he must connect directly to the main. He was under the impression when the property was subdivided there was an easement issued. Chairman Croft suggested the \$2,000. Tap-on fee could be waived if he got the necessary permits and excavator to do the work. A motion was made by Tim Kessinger to give Webster 6 months to complete the hook-up and have the tap-on fee waived. Dave Neidlinger 2nd, all if favor.

At meeting time there were 6 applicants for the open w/s operator position. Mark Challenger, Jr. and Dave Neidlinger will be the committee to review/interview with Charles Croft, Sr. serving as an alternate.

Solicitor Joe Kerwin reported the new resolution for board reduction is in process and should be complete by the April meeting. He also reported there has been no communications concerning the timbering. Joe also reported he has the draft for the mandatory water connection for the township and will provide it at the townships next meeting. Joe also requested a time be set up for authority members to review the Authority's financial accounts and investments.

Pat Ward, Uni-Tec Engineer presented his report. He stated his opinion on the manager's role being a minimum 40-hour a week job and the leadership of that position is extremely important. Pat suggested the authority look around at various organizations offering funds for improvements and upgrades to both w/s lines and facilities (RUS and PennVest were suggested). Pat stated NECO will be at the plants on March 17th to do the work on the pumps.

John Bender, Manager, provided his report for review. John stated the ADA requirements from the USDA audit must be started and costs would be split 3 ways. The daily incident reports will

now be replaced with a logbook and monthly reports. John stated he will be getting quotes for heaters at the water office and lab. John is also in the process of working on the CCR and hopes to have it complete by the end of March. John recommended 2 classes for Roy and Charles. A motion was made by Tim Kessinger for Roy to take the excavation course and Charles to take the instrumentation course on different dates. Dave Neidlinger 2nd the motion, all in favor.

A motion was also made by Tim Kessinger to execute the annual service agreement with vendor Farris Enterprises, Mark Challenger 2nd, all in favor. John is also looking into the PPL rebate program and will have more information at the April meeting. Charles Croft, Sr. commended John on a job well done and for uncovering things at the plants that have been overlooked.

Delinquents were reviewed. There is only one resident that has not paid the tap on fee nor set up a payment plan for it. A motion was made to start the lien process on the property. A resident of Williamstown asked for information on hooking up a trailer on their property to be used as a permanent residence. Tim Kessinger made a motion to disallow sewer laterals, individual properties must have their own line. Dave Neidlinger 2nd the motion, all in favor.

Tim Kessinger made a motion to approve payroll and pay the bills, Matt Miller 2nd, all in favor.

Tim Kessinger made a motion to adjourn at 8:15pm, Matt Miller 2nd, all in favor.

NEXT MEETING WEDNESDAY, APRIL 16, 2014

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