

# **Williamstown Borough Authority Meeting Minutes**

## **September 3, 2014**

Williamstown Borough Authority met Wednesday, September 3<sup>rd</sup>, 2014 at 7:00 p.m. in Council Chambers. Council Members present were Chairman Charles Croft, Sr., Dave Neidlinger, Mark Challenger Jr., Matt Miller, Tim Kessinger Solicitor Joe Kerwin, Secretary Lynne Daniel, Manager Charles Croft Jr., Uni-Tec Representative Pat Ward.

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

August minutes were approved as written.

Bids were opened for the Ray Street Water Main Project. 3 Bids were received: Aungst for \$119,712.00; G & R Charles Excavation for \$119,811.00; Mid-State Paving for \$148,879.70. Copies of the 3 bid proposals will be forwarded to Solicitor Joe Kerwin and Engineer Pat Ward for review and recommendations will be made at October's meeting.

Manager Charles Croft, Jr. gave his Managers Report. He reported the drum filter is working great, they installed 5 risers for the Township, checked and repaired a blocked sewer at John Boyer's residence and found an illegal hook-up which the homeowner will take care of. Charles reported Rural Water came in reference to the UV Transducer and they found one for \$1,600.00 which will work with the bench top model we currently have. Township Supervisor Harold Smith approached Charles regarding a permit request from John McCready. Discussed the presence of a sewer line to the house and a water line to the garage. It was recommended they require a new sewer hookup for the sewer from the house to garage and a meter pit installed. It was recommended they inform John to send a letter of request where the Authority can respond with our exact requirements. Charles also recommended we clean the filters every 2 weeks which will be doable with the added labor with new hire Scott Warfel. Charles also reported the L & I pump went out and was rebuilt, the soda ash feeder pump went out and was fixed and he will attempt to rebuild 2 others they have. Charles reported 20 – 48 hour discontinuance notices were posted which resulted in 2 shut-offs. Charles stated the PH meter also went out and planned on calling HACH for the availability of replacements. Tim Kessinger made a motion to purchase a PH meter at an estimated cost of \$700.00, Dave Neidlinger 2<sup>nd</sup>, all in favor. Charles reported Cory Zimmerman had a cracked service line, checked low pressure complaint at a residence which was also the homeowners inside line and Rattling down 8" but the other (2) reservoirs are overflowing.

Sewer Asst. Manager, Roy Miller's hesitance to send for his license was discussed and it was decided to loan him the money to get it on the condition every two weeks a payroll deduction will be taken off his check in the amount of \$50.00 or he can use his clothing allowance to send for the license. A motion was made by Tim Kessinger to present this demand to Roy, Dave Neidlinger 2<sup>nd</sup>, all in favor.

Pat Ward gave his Engineers Report but was informed of the Authority's discontent with the Interim Manager's performance while at the Water/Sewer Plants. Some of the objections were

concerning the amount of money and time spent on computer software/applications and other purchases, not managing personnel, and the incompleteness of the ERP. The authority was also under the impression Pat was supervising John's agenda here. Pat responded he was not and was not aware of any unhappiness with John's performance. Pat asked the Authority how they felt about his personal performance and did they want him to continue to manage our current Ray Street Project. Pat was told they have no problem with him and would like him to continue to engineer the project and have John Mazick available to assist Charles, Jr. and Roy when needed. Pat agreed and stated they would be available anytime and he would also complete our ERP. Pat also reported that recommendations for the winning bid will be available at the October meeting and hopefully the CFA award will be announced by then also. Pat also informed Charles that he is in possession of a copy of the operating permit for the well and will be sure Charles Jr. gets a copy.

Budget papers had been distributed to the Authority for review and it was decided Matt Miller and Tim Kessinger would be the budget committee with assistance from Manager Charles Croft, Jr.

The delinquent report was reviewed and a list of tentative property liens was reviewed as well. There will be 4 on the list for now that Solicitor Joe Kerwin will follow up with.

Matt Miller made a motion to pay the bills, Dave Neidlinger 2<sup>nd</sup>, all in favor.

Matt Miller made a motion to adjourn at 9:20 pm, Dave Neidlinger 2<sup>nd</sup>, all in favor.

**NEXT MEETING WEDNESDAY, OCTOBER 1, 2014**

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