

MINUTES OF THE REGULAR MONTHLY MEETING OF THE
JERSEY SHORE AREA JOINT WATER AUTHORITY
HELD ON DECEMBER 20, 2021, AT 1111 BARDO AVENUE
JERSEY SHORE, PENNSYLVANIA 17740

Chairman Richard W. Buttorff called the meeting to order at 6:30 P.M.

Members present were Barbara E. Schmouder, Richard W. Buttorff, Kenneth B. Bierly, Lisa L. Urbine, Brett S. Bowes, Krista J. Kephart and Samantha L. McIlwain. Also, present was Manager Eric Johnston, Authority Secretary, Judith A. Cohick, and Attorneys Martin A. Flayhart and Dale A. Tice with the firm of Carpenter, Harris & Flayhart, Solicitor. There was one visitor Wilson Riccardo representing Richard R. Motter Agency.

The minutes of the November 15, 2021, meeting was presented. Upon a motion by Krista J. Kephart, seconded by Samantha L. McIlwain, it was moved to accept the minutes for November 15, 2021, as presented. The motion passed unanimously.

Eric Johnston presented the Manager's Report for December 20, 2021. A copy of the Manager's Report is in the minute book. A motion was made by Lisa L. Urbine, seconded by Kenneth B. Bierly to accept the Manager's Report. The motion passed unanimously.

Committees:

- The Personnel Committee presented their recommendations for the 2022 Payroll to the board.
- The Budget Committee presented their recommendations for the 2022 Budget to the board and discussion was held.

New Business:

- **Two insurance packages** were presented: one was from our present carrier Motter Agency and the other was from Grundy Insurance out of Philadelphia. After much discussion a motion was made by Brett S. Bowes, seconded by Kenneth B. Bierly that we accept the Grundy Insurance package. The motion passed unanimously.
- A motion to raise the **Final Bill Revenue** from \$25.00 (currently) to \$50.00 effective at the January 2022 meeting was presented. This is a resolution amendment. The motion to raise the Final Bill Revenue to \$50.00 effective in January 2022 was made by Samantha L. McIlwain, seconded by Krista J. Kephart. The motion passed unanimously.
- A motion to **approve the payroll for 2022** as presented was made by Barbara E. Schmouder, seconded by Brett S. Bowes. The motion passed unanimously.
- A motion to adopt **Budget Resolution 12-20-21** with a 5% Water Rate Increase was made by Kenneth B. Bierly, seconded by Krista J. Kephart. The resolution 12-20-21 passed unanimously. A copy of the Resolution is in the minute book.

- **Reorganization Meeting and First Regular Meeting for 2022** – A motion was made by Samantha L. McIlwain, seconded by Krista J. Kephart, that the annual reorganization meeting for the Jersey Shore Area Water Authority Board for the year of 2022 take place on Monday, January 17, 2022, at 6:30 p.m. with the first regular monthly meeting for the year 2022 for the Jersey Shore Area Joint Water Authority Board to take place immediately following the reorganization meeting at 6:40 p.m. on January 17, 2022.
- **Larry's Creek Water Plant** to start Engineering Design and Funding Process for Plant Upgrades and Automation– A motion was made by Krista J. Kephart, seconded by Kenneth B. Bierly to start Engineering Design and Funding Process for Plant Upgrades and Automation through the Larson Design Group. The motion passed with one abstention, Samantha L. McIlwain.
- **Pine Creek Water Plant** to start Engineering Design through Larson Design Group and Funding Process Filter Rehabilitation, New Piping, and New Media (process for grant approval) – A motion was made by Barbara E. Schmouder, seconded by Brett S. Bowes to start Engineering Design and Funding Process Filter Rehabilitation, New Piping, and New Media for grant approval. The motion passed with one abstention, Samantha L. McIlwain.
- **New Tribes exposed water line** to start design and funding process to take the current line deeper and extend line out of the stream bank at an estimated cost of \$119,500. a motion was made by Lisa L. Urbine, seconded by Kenneth B. Bierly to start design through Larson Design Group and funding process to take the current line deeper and extend line out of the stream bank at an estimated cost of \$119,500. The motion passed with one abstention, Samantha L. McIlwain.
- **Route 287 exposed water line** to start design through Larson Design Group and funding to relocate water line out of Larry's Creek stream at a cost of \$834,400. A motion was made by Krista J. Kephart, seconded by Brett S. Bowes to start design through Larson Design Group and funding to relocate water line out of Larry's Creek stream at a cost of \$834,400. The motion passed with one abstention, Samantha L. McIlwain.
- **Rental of Larry's Creek Filter Plant House to Non-employees** – a discussion was had regarding the updates that would have to be made including a fence. Renovation would be done by our employees. Discussion was had as to how much to charge a month for the rent of the house at \$900. A motion was made by Samantha L. McIlwain, seconded by Krista J. Kephart that the monthly rental fee would be \$900. The motion passed unanimously.
- **911 Tower** – we are waiting on the new contract. We tabled it until our January 17, 2022, meeting.
- **Solicitors for Year 2022** – There were four different firms that submitted interest letters. They are as follows: Scott T. Williams of Perciballi & Williams LLC; Dale A. Tice of Carpenter, Harris & Flayhart; Marc S. Drier of Drier & Dieter Law Offices and Paul J. Ryan of Coploff, Ryan & Houser Firm. After much discussion back and forth it was decided that we would accept Paul J. Ryan of the Coploff, Ryan & Houser Firm. A motion was made by Kenneth B. Bierly, seconded by Krista J. Kephart that we accept Paul J. Ryan of Coploff, Ryan & Houser Firm as our new solicitor. The motion passed unanimously.

- Eric Johnston, Authority Manager, wanted to bring to the boards attention the possibility of getting quote for a **storage/garage** 32 x 40 feet (pole building).

Copies of the above New Business items are in the minute book.

A motion to approve payment of the monthly bills in the amount of \$38,986.63 was made by Lisa L. Urbine, seconded by Samantha L. McIlwain. The motion passed unanimously.

A motion was made by Krista J. Kephart, seconded by Brett S. Bowes to adjourn the meeting at 8:10 p.m. The motion passed unanimously.

Respectfully submitted,



Barbara E. Schmouder