

**MINUTES OF THE REORGANIZATION MEETING OF THE  
JERSEY SHORE AREA JOINT WATER AUTHORITY  
HELD AT 1111 BARDO AVENUE, JERSEY SHORE, PA 17740  
ON JANUARY 17, 2022**

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

Members present were Barbara E. Schmouder, Krista J. Gephart, Samantha L. McIlwain, Richard W. Buttorff, Kenneth B. Bierly, Katelyn A. Wasson, Brett S. Bowes and Lisa L. Urbine. Also, present was Authority Manager Eric Johnston. There were no visitors.

The Chairman presented the nominations for officers for the Jersey Shore Area Joint Water Authority for the year 2022 as submitted by the Board. Those officers are Richard W. Buttorff, Chairman; Lisa L. Urbine, Vice Chairman; Kenneth B. Bierly, Assistant Vice Chairman; Krista J. Gephart, Treasurer; Barbara E. Schmouder, Secretary; Katelyn A. Wasson, Assistant Secretary; and Samantha L. McIlwain, Assistant Treasurer. The Chairman asked if there were any additional nominations for any office that any Board Member wished to submit. There being no additional nominations Krista J. Gephart, seconded by Samantha L. McIlwain made a motion to close the nominations. Motion carried unanimously.

Krista J. Gephart, seconded by Samantha L. McIlwain, made a motion to elect the officers for the Authority for 2022 as nominated. Motion carried unanimously.

A motion was made by Krista J. Gephart, seconded by Kenneth B. Bierly, to retain the law firm of Coploff, Ryan & Houser as Solicitor. Motion carried unanimously.

A motion was made by Krista J. Gephart, seconded by Kenneth B. Bierly, to appoint Larson Design Group, Inc. to provide engineering services for the Authority on an as requested, nonexclusive, basis. Motion carried with all members of the Board voting in favor of the motion with the exception of Samantha L. McIlwain abstaining from the vote.

A motion was made by Samantha L. McIlwain, seconded by Krista J. Gephart, to retain Baker Tilly US, LLP, as the accountant for the Authority. Motion carried unanimously.

A motion was made by Kenneth B. Bierly, seconded by Brett S. Bowes, to retain the same banking arrangements for the Authority with all accounts with Jersey Shore State Bank. Motion carried with all members of the Board voting in favor of the motion with the exception of Krista J. Gephart and Samantha L. McIlwain abstaining from the vote.

A motion was made by Lisa L. Urbine, seconded by Brett S. Bowes, to retain the third Monday of each month at 6:30 p.m. for the regular monthly meetings to be held at the Jersey Shore Area Joint Water Authority Office, 1111 Bardo Avenue, Jersey Shore, PA 17740. Motion carried unanimously.

A motion was made by Samantha L. McIlwain, seconded by Katelyn A. Wasson, to approve the eleven holidays in 2022 as presented. Motion carried unanimously.

A motion was made by Samantha L. McIlwain, seconded by Lisa L. Urbine, to approve the 2022 payroll schedule as presented. Motion carried unanimously.

A motion was made by Kenneth B. Bierly, seconded by Krista J. Gephart, to retain Office Manager Janet M. Hillyard, as the Authority's Open Records Officer for the 2022 year. Motion carried unanimously.

The reorganization meeting of the Authority was adjourned at 6:42 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Barbara E. Schmouder". The signature is written in black ink and is positioned above the typed name.

Barbara E. Schmouder, Secretary