

MINUTES OF THE REGULAR MONTHLY MEETING OF THE
JERSEY SHORE AREA JOINT WATER AUTHORITY
HELD ON APRIL 4, 2023, AT 1111 BARDO AVENUE
JERSEY SHORE, PENNSYLVANIA 17740

Chairman Kenneth B. Bierly called the meeting to order at 6:35 P.M. followed by the Pledge of Allegiance to the American Flag. The Chairman announced that this meeting will be recorded for accuracy.

Members present were Barbara E. Schmouder, Kenneth B. Bierly, Dwayne S. Wasson, Brett S. Bowes, Lisa L. Urbine and Samantha L. McIlwain. Also, present was Manager Eric S. Johnston and Paul J. Ryan, Esq. Authority Attorney. Also present were Quay Schappell and Gary Sheets from Larson Design Group.

There were no visitors.

Chairman Kenneth B. Bierly called on representatives of the Larson Design Group for an update on the Pine Creek resolution/negotiation. Mr. Sheets, Vice President, Infrastructure at Larson Design Group addressed the board. He stated that based on the March 21st meeting, they understand that the Authority sees value in the Master Plan but anticipate monetary compensation in addition to the plan. Vince and Mr. Sheets have had multiple discussions with Larson Design's CEO and COO regarding the project and a resolution. They collectively agree that the long-standing relationship with JSAJWA is valuable, and we hope it can continue for many years – the following details LDG's offer, valued at \$175,000.00.

- LDG will provide a onetime payment of \$100,000.00
- LDG will also engage in the development of a **System wide Master Plan**. As defined within the scope of services previously provided this master plan will provide recommendations to address existing issues known by JSAJWA and projects to meet future needs based on system health and changing capacity requirements. The value of this service and the associated deliverable is \$75,000.00. LDG proposes to complete this activity under a separate contract with a defined schedule and scope of work for the fee of \$1.00.

Mr. Sheets also stated that they have yet to receive the detailed information requested from Lobar regarding their invoice and that they will continue the outreach. McCrossin has responded, but with incomplete information.

The Chairman, Kenneth B. Bierly, opened the floor for any questions from the board for Mr. Sheets or Mr. Schappell. There were none at this time and Mr. Sheets and Mr. Schappell were welcome to stay for the meeting or leave. They both stated that they would stay for the meeting.

The **minutes of the March 7, 2023**, meeting was presented. Samantha A. McIlwain stated that she had not received the minutes. A copy was provided for her to look over. A motion was made

by Samantha L. McIlwain, seconded by Brett S. Bowes to accept the March 7, 2023, minutes as presented. The motion passed unanimously.

Eric S. Johnston presented the **Manager's Report** for April 4, 2023. A copy of the Manager's Report is in the minute book along with other pertinent data. A motion was made by Samantha L. McIlwain, seconded by Lisa L. Urbine, to accept the Manager's Report. The motion passed unanimously.

Committee Reports:

- **Operation** – Chairman Kenneth B. Bierly reported on the meeting that was held on March 21, with Larson Design Group. Lisa L. Urbine, Operations Chairwoman; Krista J. Kephart, Finance Chairwoman; Barbara E. Schmouder, Board Secretary; along with himself and Authority Manager, Eric S. Johnston were included in the meeting.
- **Personnel** – Committee Chair, Barbara E. Schmouder reported that she has received the hourly rates of the authority personnel and there will be a meeting scheduled for some time later this month or the first of next to discuss wage increases.
- **Finance** – No report at this time.
- **Advisory** – No report at this time.
- **Grants/Special Projects** – No report at this time.

Old Business:

Eric reported he had received quotes to survey the property at 1125 Bardo Avenue to consolidate with 1111 Bardo Avenue for the purpose of obtaining a Zoning Permit from Lycoming County Planning Commission. (Discussed further under New Business)

New Business:

- Two proposals were presented to survey 1125 Bardo Avenue. They were from Vassallo Engineering & Surveying, Inc. for the lot consolidation is \$2,700 to \$3,200 depending on if we pay the county review fees, the recording fees and attend 1 planning commission meeting; and the second bid from PennCore Consulting LLC for a cost not to exceed \$5,800. After discussion a motion was made by Brett S. Bowes, seconded by Dwayne S. Wasson to approve Vassallo Engineering & Surveying, Inc. to proceed with the survey for consolidating the property at 1125 Bardo Avenue and 1111 Bardo Avenue after obtaining Zoning Permit from Lycoming County Planning Commission. The motion passed unanimously.
- Resolution 04-04-2023 Lycoming County Commissioners Second Round of ARPA Grant Funds Application. Motion was made by Samantha L. McIlwain, seconded by Brett S. Bowes that Resolution 04-04-2023 Lycoming County Commissioners Second Round of ARPA Grant Funds be approved. The motion passed unanimously.

A motion was made by Brett S. Bowes, seconded by Lisa L. Urbine to **approve payment of the monthly bills in the amount of \$68,998.35**. The motion passed unanimously.

A motion was made by Samantha L. McIlwain, seconded by Brett S. Bowes to **approve the payment of \$80,000.00 Construction Account Bills**. The motion passed unanimously.

The meeting was recessed at 7:40 p.m. for an Executive Session regarding some legal issues. The Executive Session adjourned at 8:08 p.m. and the Regular Monthly Meeting Reconvened.

Quay Schappell and Gary Sheets from Larson Design Group rejoined the meeting and Paul J. Ryan, the authority solicitor, spoke stating that:

1. The authority is planning to go ahead with an amended Pine Creek project to do necessary repairs to secure and winterize the building. A building permit will be requested from the township if necessary. It will be okay to have Larson Design start putting the bid out for grants and permits.
2. The previous JSAJWA variance request for relief from flood regulations has been cancelled at this time.
3. Concerning Larson Design's offer for settlement of the JSAJWA concern over Larson's handling of the Pine Creek facility, Lisa Urbine felt strongly that the construction penalties from Lobar and McCrossin should be negotiated to a more reasonable amount and then split equally with Larson Design covering 50% and JSAJWA covering 50%. A general discussion by the board followed, and the consensus agreed that Lisa's recommendation should be included in a counteroffer to Mr. Sheets and Mr. Schappell.
4. Mr. Ryan detailed the JSAJWA requests to Larson Design and included the counter proposal suggested in #3. It was the consensus of the board to wait until Larson Design Group resubmitted an amended offer to vote on the issue. Mr. Sheets stated that he would take it back to his superior officers and would be back to us hopefully by Thursday, and no later than Monday, April 10, 2023, with an answer. Mr. Sheets and Mr. Schappell excused themselves.

Chairman Kenneth B. Bierly took the opportunity to express what a good working board we are and how much he appreciated each of us. He also wanted us to know what a hard-working crew that we have in the field as well as in the office.

Chairman Kenneth B. Bierly asked if there was anything else to be brought before the board and Lisa L. Urbine had several items.

- Has there been anything further regarding the Hunting Cabin at Larry's Creek Property and the response was that nothing has been heard.
- Where do we stand with regards to the tower and the response was that they are in the permitting process.

The next meeting will be **May 2, 2023, at 6:30 p.m.**

A motion was made by Samantha L. McIlwain, seconded by Dwayne S. Wasson, to adjourn the meeting at 8:20 p.m. The motion passed unanimously.

Barbara E. Schmouder

Barbara E. Schmouder, Secretary