

**MINUTES OF THE REGULAR MONTHLY MEETING OF THE**  
**JERSEY SHORE AREA JOINT WATER AUTHORITY**  
**HELD ON MAY 2, 2023, AT 1111 BARDO AVENUE**  
**JERSEY SHORE, PENNSYLVANIA 17740**

Chairman Kenneth B. Bierly called the meeting to order at 6:30 P.M. followed by the Pledge of Allegiance to the American Flag.

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

The Chairman announced that there would be an Executive Session to discuss Legal Issues. At this time 6:33 p.m. Shawn Downey and Quay Schappell were asked to leave while we had the Executive Session.

The meeting was reconvened at 7:03 p.m. The Chair, Kenneth B. Bierly announced that the Executive Session was held to discuss Legal Issues. The Chair then announced that this meeting is being recorded for accuracy.

Quay Schappell and Shawn Downey from Larson Design were given the floor.

We will continue with the meeting, has everyone had a chance to review the **minutes of the April 4, 2023, meeting**. I would entertain a motion to accept the minutes of the April 4, 2023, meeting as presented. Krista J. Gephart made a motion seconded by Samantha L. McIlwain that the April 4, 2023, minutes be approved as presented. The motion passed unanimously.

Eric S. Johnston presented the **Manager's Report for May 2, 2023**. A copy of the Manager's Report is in the minute book along with other pertinent information. A motion was made by Samantha L. McIlwain, seconded by Lisa L. Urbine that the Manager's Report for May 2, 2023, be accepted as presented. The motion passed unanimously.

### **Committee Reports:**

- **Operation** – None
- **Personnel** – Committee Chair, Barbara E. Schmouder reported that she and her committee – Lisa L. Urbine, Krista J. Gephart and Samantha L. McIlwain met before the board meeting to discuss the wage increases to be given in July. There was a great deal of discussion. At 7:55 p.m. we asked that Eric Johnston, Authority Manager leave the room as well as Quay Shappell and Shawn Downey from Larson Design.

**The meeting resumed at 8:05 p.m. The Executive Meeting was to discuss Personnel Issues.** Upon recommendation of the Personnel Committee, we would like to recommend the wage increase that was presented except for Eric Johnston, authority manager who will be reevaluated in December 2023. A roll call vote was taken as follows: Dwayne S. Wasson, yes; Brett S. Bowes, yes; Lisa L. Urbine, yes; Barbara E. Schmouder, yes; Samantha L. McIlwain, yes; Krista J. Gephart, yes and Kenneth B. Bierly, yes. Motion passed.

- **Finance** – None
- **Advisory** – None
- **Grants/Special Projects** – Kenneth B. Bierly gave a brief report on the meeting that was attended by Brett S. Bowes, Barbara E. Schmouder and Eric Johnston with Pennvest on April 25, 2023. There is a copy of what was presented in the Minute Book.

### **Old Business:**

- Discussion on the \$242,000 LSA Grant for the Pine Creek Water Treatment Plant was held earlier in the meeting. One of the main points is that we really can't do anything with the plant as of this meeting.

### **New Business:**

- Proposal as presented from Larson Design Group. It was decided to wait for the bids to come back and then possibly hold a special meeting.
- Discuss advertising bids for the Insulation, windows, overhead door, metal doors and HVAC System for the Pine Creek Water Treatment Plant. Samantha L. McIlwain made a motion seconded by Brett S. Bowes that we wait until we receive answers from Larson Design. The motion passed unanimously.

- Discuss applying for the permit to add a backup generator at the Pine Creek Water Treatment Plant. A motion was made by Dwayne S. Wasson, seconded by Brett S. Bowes that we investigate having movable generator so that it can be used elsewhere. The motion passed unanimously.

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

The meeting was adjourned at 8:31 p.m.



Barbara E. Schmouder, Secretary