

**MINUTES OF THE REGULAR MEETING OF THE
JERSEY SHORE AREA JOINT WATER AUTHORITY
HELD ON JUNE 6, 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. A moment of silence was held in honor of Past Board President Richard C. Doebler who recently passed away.

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, Authority Solicitor, Paul J. Ryan, Esq. and Shawn Downey and Quay Schappell from Larson Design Group.

The Chairman announced that there would be an **Executive Session to discuss Legal Issues** at 6:31 p.m. The meeting was reconvened at 6:39 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.

The Chairman asked Shawn Downey from Larsen Design Group to give an **update on the Larrys Creek Filter Plant**. It was decided to have a meeting on Monday, June 12 at 9:30 a.m. with the Operation Committee, Larson Design Group and the Authority Manager to discuss further action.

Approval of minutes from **May 2, 2023, Monthly Meeting**. A motion was made by Krista J. Gephart seconded by Samantha L. McIlwain to approve the May 2, 2023, Monthly Meeting Minutes. The motion passed unanimously.

Approval of minutes from **May 15, 2023, Special Meeting**. A motion was made by Lisa L. Urbine, seconded by Krista J. Gephart to approve the May 15, 2023, Special Meeting minutes. The motion passed unanimously.

Eric S. Johnston presented the **Manager's Report for June 6, 2023**. A copy of the Manager's Report is in the minute book along with other pertinent information. A motion made by Samantha L. McIlwain, seconded by Brett S. Bowes that Manager's Report for June 6, 2023, be accepted as presented. The motion passed unanimously.

Committee Reports:

- **Operation** – A meeting is scheduled for June 12, 2023, with Larson Design at 9:30 a.m. at the Authority Office.
- **Personnel** – None
- **Finance** – **Audit draft** was presented by Finance Committee Chair Krista J. Kephart. Discussion was held and it was decided that a Final Report is needed by Friday, June 9, 2023.
- **Advisory** – None
- **Grants/Special Projects** – None

Old Business: Authority Manager discussed the Master Plan.

New Business:

- Discussion on **Larson Designs Proposal to advertise for Bid Windows, Doors, Insulation and the HVAC System** for the Pine Creek Water Treatment Plant the items are listed with \$242,000 LSA Grant we received.
 1. Drawing and update.
 2. Flood PermitA motion was made by Brett S. Bowes, seconded by Krista J. Gephart to allow Larson Designs to proceed after approval of the Authority's Solicitor, Paul J. Ryan. The motion passed with one abstention.
- Discussion on approving the **2022 Draft Audit from Baker Tilly**. It was decided to hold off accepting the 2022 Audit until it is completely updated. On page four under New Accounting Principle the very last sentence in the paragraph – The Authority is not currently involved in any lease arrangements and thus the adoption of this statement did not have any effect on the Authority's reporting for 2022 – needs to be omitted.
- Discussion on **Purchasing Meters** was held and a motion was made by Samantha L. McIlwain, seconded by Dwayne S. Wasson to approve the quote from The Kennedy Companies for a total of \$113,653.00 with the order being split. The motion was approved unanimously.
- Quotes for **Sealing the parking lot** at the Office were received and a motion was made by Brett S. Bowes, seconded by Dwayne S. Wasson to accept the bid of \$3,800.00 from Real Seal LLC. The motion was approved unanimously.
- Appointment of **Chairperson and Board Member for the Grant Committee Chair**. Krista J. Kephart volunteered to be Chair. The motion was made by

Dwayne S. Wasson, seconded Brett S. Bowes that Krista J. Kephart being that she volunteered be made Chair of the Grant Committee. The motion was approved unanimously.

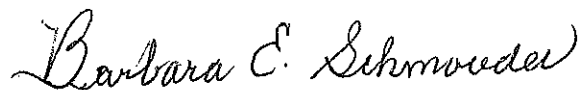
- Appointment of **Board member to the Advisory Committee**. It was decided to keep the Advisory Committee at three members at the present time. Samantha L. McIlwain has consented to be chair of the Finance Committee. A motion was made by Dwayne S. Wasson, seconded by Brett S. Bowes that Samantha L. McIlwain be appointed chair of the Finance Committee. The motion was approved unanimously.

Lisa L. Urbine made a motion, seconded by Krista J. Kephart to approve the payment of the **monthly bills in the amount of \$81,291.51**. The motion passed unanimously.

There will not be a Monthly Board Meeting in July.

The next meeting will be **August 1, 2023, at 6:30 p.m.**

The meeting was adjourned at 8:14 p.m.



Barbara E. Schmouder, Secretary