

**MINUTES OF THE REGULAR MEETING OF THE  
JERSEY SHORE AREA JOINT WATER AUTHORITY  
HELD ON November 5, 2024, LOCATED AT  
1111 BARDO AVENUE, JERSEY SHORE, PA 17740**

President Kenneth B. Bierly called the meeting to order at 5:15 p.m. followed by the Pledge of Allegiance. Members present were Barbara E. Schmouder, Dwayne S. Wasson, Dave Palski, Kenneth B. Bierly, Brett S. Bowes, Samantha L. McIlwain and Lisa L. Urbine. Also, present was the Manager Eric S. Johnston, Jim Balliet, Engineer and Skyler Eckenrode from GWIN, DOBSON & FOREMAN, Inc. There were no visitors. Krista J. Gephart was excused.

**Approval of the minutes from the October 1, 2024, meeting.** A motion was made by Samantha L. McIlwain, seconded by Brett S. Bowes to approve the October 1, 2024, minutes as presented. **The motion passed unanimously.**

Eric S. Johnston presented the **Manager's Report for November 5, 2024.** A copy of the Manager's Report is in the minute book along with other pertinent information. A motion was made by Brett S. Bowes, seconded by Lisa L. Urbine that the Manager's Report for November 5, 2024, be accepted as presented. **The motion passed unanimously.**

Jim Balliet presented the **Engineer's Report for November 5, 2024.** A copy of the Engineer's Report for November 5, 2024, is in the minute book. A motion was made by Samantha L. McIlwain, seconded by Brett S. Bowes to accept the Engineer's Report for November 5, 2024, as presented. **The motion passed unanimously.**

**Committee Reports:**

- None

**Old Business:**

- None

**New Business:**

- **Discussion on retaining Baker Tilly as our Auditors for the year 2024** – A motion was made by Lisa L. Urbine, seconded by Samantha L. McIlwain to retain Baker Tilly as our Auditors for the year 2024. **The motion passed unanimously.**
- **Discussion on joint monthly billing with the Sewer Authority.** It was decided that a discussion would be held with the Sewer Authority, Paul J. Ryan, Esq., Eric S. Johnston, and the Operations Committee regarding fair compensation to Jersey Shore Area Joint Water Authority for joint billing costs. The committee will have a recommendation for the December meeting.

- **Discussion regarding Charging Avis for Water Reads** – This also will be discussed with Paul J. Ryan, Esq. and see if a solution can be reached. Hopefully a solution by the December Meeting.
- **Employee Paid Time Off – Employee Paid Time Off** – It was decided that beginning January 1, 2025, the employees 10 paid sick days will be eliminated and replaced with 5 PTO days, the 5 PTO days can use at the employee's discretion. The vacation time was changed to be named PTO time and will continue to follow the same rules listed in the employee handbook. A motion was made by Samantha L. McIlwain, seconded by Dwayne S. Wasson. **The motion passed unanimously.**
- **Discussion on Committees and Officers for 2025** – It was decided that each member of the board send to Chair Kenneth B. Bierly and Manager Eric Johnston their choice of at least two committees they wish to serve on before the December meeting and the final decision will be made at the January's reorganizational meeting.
- **Information Item:** There will be a 10-minute insurance presentation with a quote at the December Meeting.

**Monthly Bills:**

- Brett S. Bowes made a motion, seconded by David Palski, to pay the **Monthly Bills in the amount of \$42,377.97. The motion passed unanimously.**
- Bret S. Bowes made a motion, seconded by David Palski, to pay the **Monthly New Construction Account Bills in the Amount of \$49,935.30. The motion passed unanimously.**

Samantha L. McIlwain made a motion seconded by Dave Palski that the **meeting be adjourned at 6:37 p.m. The motion passed unanimously.**

*Barbara E. Schmouder*