

**MINUTES OF THE REGULAR MEETING OF THE
JERSEY SHORE AREA JOINT WATER AUTHORITY
HELD ON December 10, 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 Krista J. Gephart, 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 from GWIN, DOBSON & FOREMAN, Inc. There was one visitor, Doug Bardo, Barbara E. Schmouder, was excused.

Approval of the minutes from the November 5, 2024, meeting. A motion was made by Krista J. Gephart, seconded by Samantha L. McIlwain, to approve the November 5, 2024, minutes as presented. **The motion passed unanimously.**

Eric S. Johnston presented the **Manager's Report for December 10, 2024**. A copy of the Manager's Report is in the minute book along with other pertinent information. A motion was made by Lisa L. Urbine, seconded by Krista J. Gephart that the Manager's Report for December 10, 2024, be accepted as presented. **The motion passed unanimously.**

Jim Balliet presented the **Engineer's Report for December 10, 2024**. A copy of the Engineer's is in the minute book. A motion was made by Samantha L. McIlwain, seconded by Krista J. Gephart to accept the Engineer's Report for December 10, 2024, as presented. **The motion passed unanimously.**

Committee Reports:

- Lisa Urbine TVMA Agreement

Old Business: Discussed with New Business

New Business:

- **Joint Monthly Billing Agreement.** — A motion was made by Samantha L. McIlwain, seconded Krista J. Gephart To accept the TVMA Agreement as Presented. **The motion passed unanimously.**
- **Charging for Water Reads** — A motion was made by Brett S. Bowes and seconded by Dwayne S. Wasson to set a rate of \$2.00 per account for billing services for TVMA. **The motion passed unanimously.**
- **Charging for Water Reads** — A motion was made by Brett S. Bowes and seconded by Dwayne S. Wasson to set a rate of \$2.00 per meter read per month set for Pine Creek Municipal Authority. **The motion passed unanimously.**

- **Pine Creek Water Plant Permit** — A motion was made by Dwayne S. Wasson seconded by Krista J. Gephart, to move the permit for the Pine Creek Water Plant to reserve status. **The motion passed unanimously.**
- **The CD is due on 12/18/24** — A motion was made by Brett S. Bowes, seconded by Lisa L. Urbine to renew the CD at 10 months at 4.00%. Krista J. Gephart and Samantha L. McIlwain abstained from voting. **The motion passed unanimously.**
- **Updated Employee Handbook** — After discussion it was decided that we will add additional information to the handbook and revisit this at the January meeting.
- **Retain Insurance for 2025 year** — A motion was made by Lisa L. Urbine, seconded by Brett S. Bowes to retain Grundy insurance for 2025. **The motion passed unanimously.**
- **Retain Coploff, Ryan & Houser Attorneys at Law for the 2025 Year** — A motion was made by Samantha L. McIlwain, seconded by Lisa L. Urbine to retain Retain Coploff, Ryan & Houser Attorneys at Law for 2025. **The motion passed unanimously.**
- **Reorganization Meeting and First Regular Meeting for January 7, 2025, at 5:15pm.** — A motion was made by Samantha L. McIlwain, seconded by Krista J. Gephart to have the Reorganization Meeting and First Regular Meeting for January 7, 2025, at 5:15pm. **The motion passed unanimously.**

Monthly Bills:

- Brett S. Bowes made a motion, seconded by Samantha L. McIlwain to pay the **Monthly Bills in the amount of \$47,777.82. The motion passed unanimously.**
- Bret S. Bowes made a motion, seconded by Samantha L. McIlwain, to pay the **Monthly New Construction Account Bills in the Amount of \$103,001.30. The motion passed unanimously.**

Samantha L. McIlwain made a motion seconded by Lisa L. Urbine that the **meeting be adjourned at 6:44 p.m. The motion passed unanimously.**