

August 25, 2020

**Meeting of the Conyngham/Sugarloaf Joint Municipal Authority  
Regular Session on Tuesday, August 25, 2020, at 7:23 PM**

**PLACE:** Conyngham Borough Council Chambers, Municipal Building, 215 Main Street, Conyngham, PA.

**There was a motion to suspend that unanimously passed, Motion to suspend by-law (8)(1) for August 25, 2020 only. Motion made by Olander seconded by Eble. Voice vote unanimous.**

**There was an Executive Meeting held before the regular meeting to discuss: Personnel Issues.**

The meeting was called to order by Chairman, Joseph Gallagher, the Pledge of Allegiance was recited, and roll call was taken.

**Present:** Joseph Gallagher, Greg Olander-By Phone, Marguerite Woelfel-By Phone, Andre Marchese-By Phone, Marc Eble-By Phone, (Solicitor) Peter O'Donnell, (Engineer) Richard Harrison-By Phone, (Manager) Ed Gregory, (Recording Secretary) Dorothy Pisano

**Absent:** None

**Public Comment on Agenda Items:** None

**Invited Guests:** None

**Citizens:** None

**Motion**

**Resolution #16:** Motion to Approve Minutes from the Regular Meeting of June 23, 2020

**Motion to Approve Meeting Minutes from the Regular Meeting of June 23, 2020 - FIRST - Olander- Second - Eble**

**Questions on the Motion:** None.

**ROLL CALL VOTE:**

Gallagher	-	Affirmative	Eble	-	Affirmative
Olander	-	Affirmative	Woelfel	-	Affirmative
Marchese	-	Affirmative			

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**Resolution #20:** Motion to Approve Minutes from the Regular Meetings of July 28, 2020

**Motion to Approve** Meeting Minutes from the Regular Meeting of July 28, 2020 – Marchese - FIRST - Eble - Second

**Questions on the Motion:** None.

**ROLL CALL VOTE:**

Gallagher	-	Affirmative	Eble	-	Affirmative
Olander	-	Affirmative	Woelfel	-	Affirmative
Marchese	-	Affirmative			

**Treasurer's Report:**

**Resolution #21:** Treasurer Woelfel presented the Board with the Financial Report ending July 31, 2020. A copy of the report is on file and available for review.

**Motion**

**Motion to Approve** Financial Report of July 31, 2020 – Olander- FIRST - Woelfel - Second

**Questions on the Motion:** None.

**ROLL CALL VOTE:**

Gallagher	-	Affirmative	Eble	-	Affirmative
Olander	-	Affirmative	Woelfel	-	Affirmative
Marchese	-	Affirmative			

**Resolution #22:** Treasurer Woelfel presented the Board with the Accounts Payable Report. A copy of the report is on file and available for review.

**Motion**

**Motion to Approve:** Bills for Payment totaling \$36,130.46 Woelfel - FIRST Olander - Second

**Questions on the Motion:** None

**ROLL CALL VOTE:**

Gallagher	-	Affirmative	Eble	-	Affirmative
Olander	-	Affirmative	Woelfel	-	Affirmative
Marchese	-	Affirmative			

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**Solicitors Report:**

**Item #1:** The Final release has been received from the tenant at 16 Butler Ave so now this issue is done with the tenant. I have yet to hear from the other principle involved in this issue.

**Item# 2:** The sub-division of the Treatment Plant 1-Acre has been tabled by the Sugarloaf Township Planning Commission and they have another meeting on the 1<sup>st</sup> of September. I spoke with Attorneys Karpovich and Ferdinand I would like to attend the meeting on September 1<sup>st</sup>, today we took a lot of time exchanging information that seemed to be of a different nature for a minor sub-division, but I am trying to get this to a position for decision either accepting or denying it without it being postponed for a 90-day period.

Most of the time minor sub-divisions are not hard to get approved. We are running into questions from Joe Brutosky who really reading between the lines on this one. Once again I spoke with Attorney Karpovich and he suggested that I be present at the next meeting and I spoke with Attorney Ferdinand and he requested that I attend the meeting to make sure everyone is on the same page in order to move this matter forward.

Ms. Woelfel had a question. What is the issue with the minor sub-division? Mr. Brutosky is talking about sewer module waivers not only for the piece being sub-divided out, but also the 5.2 acres that are left. He is concerned about the lack of EDU's and I said to Joe Ferdinand that nobody knows that better than us. Ms. Woelfel stated this is just Brutosky looking for billable hours. Mr. O'Donnell stated that Mr. Brutosky wanted to know the exact purpose of the 1 acre and it was explained that it was for institutional use. A cell tower or salt storage if the cell tower did not work out.

Mr. O'Donnell asked if the Board would have any objections for him to attend the Sugarloaf meeting on September 1, 2020. There was no objections from the Board.

**Item #3:** Just an FYI. The state is putting together a program for the payment of delinquent utility bills.

**Engineer's Report:**

**Resolution #23:** The Board Adopted the Official Joint Act 537 Sewage Facilities Plan Update Revision.

**Motion**

**Motion to Approve:** The Adoption of the Official Joint Act 537 Sewage Facilities Plan Update Revision. Eble - FIRST Marchese - Second

**Questions on the Motion:** None

**ROLL CALL VOTE:**

Gallagher	-	Affirmative	Eble	-	Affirmative
Olander	-	Affirmative	Woelfel	-	Affirmative
Marchese	-	Affirmative			

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**Manager's Report:**

**Item #1:** Mr. Gregory presented the Managers Report to the Board. A copy of the report is on file and available for review.

**Item #2:** Mr. Gregory requested that the Board hire Mr. John Braddock for the WasteWater Operator. The Board decided to start Mr. Braddock at \$21.00 an hour and \$1.00 an hour increase after his licenses are up to date.

**Motion**

**Motion to Approve:** The hiring of John Braddock at \$21.00 an hour and \$1.00 raise after he gets his license up to date. Eble - FIRST Woelfel - Second

**Questions on the Motion:** None

**ROLL CALL VOTE:**

Gallagher	-	Affirmative	Eble	-	Affirmative
Olander	-	Affirmative	Woelfel	-	Affirmative
Marchese	-	Affirmative			

**Old Business:**

**Item #1:** Penalties – Mr. Gregory asked the Board what to do about putting the penalties for the delinquent accounts back in operation? Mr. Gallagher stated that it should be ok. Then the Solicitor Mr. O'Donnell stated that the Governor's legislation has protections for people being late on utility bills. Eble stated that nothing has changed from March – Eble suggested that we come up with an office policy with different things that we can try with delinquencies - Mr. Gregory stated that Marcia Keck the Billing Clerk does a great job and she keeps the delinquencies down.

**Item #2:** Mr. Eble stated that he would like to have the virtual meetings on a on going basis. Ms. Woelfel states that she is against having all the meeting in a virtual status.

**Item #3:** Ms. Pisano suggested that the Board approve the transfer of funds from the Landmark Bank to the PLGIT Account because we are only insured at the Landmark Bank up to \$250,000.00 and the current Balance is over \$518,000.00 at this time. Mr. Gallagher suggested that some of the funds be transferred to the PLGIT and put it up for approval with the other Board Members and it was decided to move \$250,000.00.

**Motion**

**Motion to Approve:** Transfer of Funds out of Landmark Bank and into the PLGIT Account in the amount of \$250,000.00 Olander – FIRST Woelfel – Second

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**Questions on the Motion:** None

**ROLL CALL VOTE:**

Gallagher	-	Affirmative	Eble	-	Affirmative
Olander	-	Affirmative	Woelfel	-	Affirmative
Marchese	-	Affirmative			

**New Business:**

**Item #1:** CSJMA needs a new form for the Chairman to sign documents. A new form will be done and the Chairman will come to the office and sign.

Mr. Gallagher state that they need a new form giving the Chairman the Authorization to sign the documents for the emergency work that is being done with the Route 93 Manhole repairs.

**Motion to Approve:** Signing of New Document of Authorization for all work being done by the PA DOT at the area where the Route 93 manhole repairs are being made - Olander – FIRST  
- Marchese – Second

**Questions on the Motion:**

**ROLL CALL VOTE:**

Gallagher	-	Affirmative	Eble	-	Affirmative
Olander	-	Affirmative	Woelfel	-	Affirmative
Marchese	-	Affirmative			

**Item #2:** Ms. Woelfel requested an increase in salary to \$62,400.00 for the Plant Manager Mr. Gregory effective as of August 14, 2020.

**Motion**

**Motion to Approve:** Salary Increase for Plant Manager - Olander – FIRST - Marchese – Second

**Questions on the Motion:** None

**ROLL CALL VOTE:**

Gallagher	-	Affirmative	Eble	-	Affirmative
Olander	-	Affirmative	Woelfel	-	Affirmative
Marchese	-	Affirmative			

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**Public Comment:** None.

Motion to Adjourn at 8:15 PM – Olander - FIRST. Woelfel - Second  
No Roll Call – Unanimous.

**ATTEST:**



Secretary

