

October 24, 2023

The Conyngham/Sugarloaf Joint Municipal Authority met for a Regular Session on October 24, 2023 at 7:00 pm. The meeting was publicly advertised and held "live" at the Conyngham Borough Building. It was called to order by Chairperson Gallagher, the Pledge of Allegiance was recited, and roll was taken.

Present: Joseph Gallagher, Greg Olander, Marguerite Woelfel, (virtual) Marc Eble, Ed Gregory (Operations Manager) Peter O'Donnell (Solicitor), Rich Harrison (Engineer), Amy Yencho (Office Administrator – Recording Secretary)

Absent: Wister Yuhas

Public Comment: None

Invited Guests: None

Motion

Resolution No 36: Motion to Approve Minutes of the September 24, 2023 Regular Meeting – Per Chairman Joe with two Abstains and one Absent, two affirmatives do not carry the motion. Resolution 36 to be revisited and voted on at the November Regular Meeting on November 28, 2023.

Questions on the Motion: None

ROLL CALL VOTE:

Eble	-	Abstain	Woelfel	-	Abstain
Gallagher	-	Affirmative	Olander	-	Affirmative
Yuhas	-	Absent			

Treasurer's Report

Item 1: The Treasurer's Report was read by Vice Chairman Greg Olander. A copy of the report is on file and available upon request.

Motion

Resolution No 37: Motion to Approve the Treasurer's Report Ending September 30, 2023 –Marguerite Woelfel, made motion. Greg Olander Seconded motion. Motion Carried.

Questions on the Motion: None

ROLL CALL VOTE:

Eble	-	Affirmative	Woelfel	-	Affirmative
Gallagher	-	Affirmative	Olander	-	Affirmative
Yuhas	-	Absent			

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Item 2: Expenses on the Accounts Payable Report were reviewed. A copy of the report is on file and available upon request.

Chairman Joe reported the meeting with Penn Vest on September 27, 2023 went very well. Good record keeping and staying on top of things is key! Penn Vest offers 4 (quarterly) meetings a year.

Motion

Resolution No 38: Motion to Approve the Payment of Invoices and Unpaid Bills Totaling \$361,246.25 Marc Eble made motion, Greg Olander Seconded motion. Motion Carried.

Questions on the Motion: None

ROLL CALL VOTE:

Eble	-	Affirmative	Woelfel	-	Affirmative
Gallagher	-	Affirmative	Olander	-	Affirmative
Yugas	-	Absent			

The Board questioned what maintenance we are receiving from the Utility Service Inc. (the yearly invoice for this meter maintenance service is \$154,644.48). Ed Gregory (Operations Manager) is doing all of the maintenance on the meters. Solicitor Peter suggests we set up a meeting with Nick to discuss our concerns and frustrations.

Motion

Motion to transfer \$200,000.00 from PLGIT to Revenue account. Marc Eble made the motion, Greg Olander Seconded the motion. Motion Carried.

Solicitor's Report

Item 1: Re: 2022 Audit, Solicitor's office prepared and sent a letter to Jones-Bleiler Accounting firm.

Item 2: Re: RTK (right to know) we have an insurance company requesting a copy of our current insurance policy with Brown & Brown so they may provide a quote. Under the RTK law we can give them information from documents that we own, we do not own the Brown & Brown policy and will have to get permission from Brown & Brown.

Item 3: Re: Consent Order, Solicitor Peter made the Board aware that we're on the right now, soon, as we have six months of no violation, that thing goes away.

Engineer's Report

Item 1: Re: 537 plan implementation, schedule, and action items. Engineer Rich emailed a REISED schedule to the board for review. Per Rich we missed the deadline, but we will have plenty of time for February 2024, as long as we have a shovel in the ground by July, we will be good with the COA, we do need to test twice a week.

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Item 2: Re: Wastewater treatment plant schedule, scheduled to meet with Scott the drawings and financials. Scott looks at the process. Per Vice-chairman Greg Olander he suggests sending the draft to Scott of what is going in the newspaper. Scott likes to look at the language. Per engineer, everything will be cleaned up before it goes to Scott.

Item 3: Re: Part II permit application: Per Rich the Engineer this is a done deal, we are just waiting for Amy to sign. Rich as not had an update recently but will follow up with Amy.

Item 4: Re: Previous grant request; Application deadline is in November. With such a high grant, you do not have to accept the entire grant you can accept a portion.

Item 5: Re: Revisions to CSJMA Rules and Regulations for EDU Calculation/Allocation. Rich to go through existing stuff and see what he can come up with. Engineer Rich will also work with Solicitor Peter.

Item 6: Re: Interceptor CCTV, per engineer Rich; we really didn't go through the woods and try to actually go through and measure off distances and see what's on top of the interceptor. Standard Pipe Services for CCTV sewer inspection, cleaning, and repair are currently in the process of revising and updating their costs.

Item 7: Re: Proposed flow metering and sewer, I & I monitoring: The flow meters are an open channel hybrid cartridge flow meter that provides low flow accuracy with a trapezoidal flume in the bottom and velocity sensors that are mounted at a location that should minimize sensor fouling and required field maintenance. The meters use industry standard measurement and communication protocols (non-proprietary) so they can easily be integrated into the existing well monitoring system and additional meters can easily be added at other locations. The I & I monitoring system is "I-Tracker" which is proprietary but is inexpensive to have installed. It utilizes level transmitters to monitor sewer levels in small sections of the sewer system and can identify sewer segments with excessive I & I. Engineer encouraged the board to watch the video of the products for a better understanding.

Manager's Report

Item 1: The Manager's Report was presented to the Board by Operations Manager Ed Gregory. A copy of the report is on file and available upon request.

Old Business: None

New Business: None

Public Comment: None

Executive Session: An executive session was held following the meeting to discuss personal matters.



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Motion

Motion to Adjourn Meeting on Tuesday, October 24, 2023 – Greg Olander made motion. Marc Eble Seconded motion. Motion Carried.

Questions on the Motion: None

No Roll Call – Unanimous.

Attest:



CSJMA Secretary