**JOHNSTOWN WATER BOARD**

**MEETING MINUTES**

**Janaury 14, 2019**

**Meeting Commenced AT 6:00 p.m.**

**CALL MEETING TO ORDER / PLEDGE OF ALLEGIANCE**

Board President Jeffers called the meeting to order, followed by the Pledge of Allegiance.

**ROLL CALL OF BOARD MEMBERS**

Barbara Koehler, Clerk of the Board

**ATTENDEES**

Scott Jeffers, President

Jason Hammer, Vice President

George DiMarco, Board Member

John Swierzowski, Board Member

Thomas Simek, Board Member

Michael Hlozansky, Senior Water Treatment Plant Operator

Michael Poulin, City of Johnstown Attorney

Barbara Koehler, Clerk of the Board

**ABSENT**

(TBA), City Council Liaison

**PUBLIC SESSION/GUESTS**

Nicholas Cannizzo

Anthony Caruso

**OLD BUSINESS**

• Capital Projects Review:

 a) Christman Roof Project: Project completed

 b) Dam Phase II (Spillway): Nothing new to report

 c) New Dump Truck: Mike Hlozansky spoke with Joel Wilson the morning of January 14, 2019. The dump truck should be delivered within the month.

• Meter Replacement

Clerk Koehler noted the Water Department is temporarily reducing the number of meter replacements (at the request of Distribution) as we have one less person in Distribution.

Clerk Koehler addressed the Board noting there are meter issues that need to be addressed. Based on data reads, there are meters that are either frozen, stopped, or broken. There are approximately 100 plus meters Distribution needs to address promptly.

**PERSONNEL**

• Clerk Koehler was directed by the Water Board to advertise in the Leader Herald, the City of Johnstown web site and the County website for Laborer positions.

• President Jeffers thanked Michael Hlozansky for his many years of service and dedication to the

 Water Department and wished him the best in retirement.

**NEW BUSINESS**

• Friendship House

Letter from architect David D’Amore regarding water service to the new Friendship House. Mr. D’Amore’s e-mail states tapping into 6” line on North Perry Street. Hlozansky noted tapping into the Maple Ave. 10” line would be better. Board Member DiMarco expressed concern regarding possible reduced flow to Century Linen if this were done on N. Perry St.

Friendship House will consist of 64 residential units and utilize an estimated175 gallons

of water per minute. Board Member Swierzowski noted this compares to Trackside Apartments usage.

President Jeffers requested Clerk Koehler to invite Mr. D’Amore, Bruce Heberer (Bruce Heberer), Christopher Vose, Thomas Ryan, and Mike Newman to our next regular meeting of 2/11/2019 to discuss the matter.

**FINANCIAL**

• **MOTION** to accept Claims and Vouchers for payment (Audit Approval), made by Board Vice

 President Hammer and seconded by Board Member DiMarco.

 **5 ayes 0 nays 0 absent**

• **MOTION** to approve of December 2018 Industrial Levy made by Board Vice President Hammer

and seconded by Board Member DiMarco.

 **5 ayes 0 nays 0 absent**

Clerk Koehler noted Broleco will no longer be on the Industrial Levy, effective January 2019, per notice from Mark Levendusky, GJJWW.

**MOTIONS & RESOLUTIONS**

• **MOTION** to accept meeting minutes of December 10, 2018, made by Board Vice President Hammer and seconded by Board President Jeffers.

 **3 ayes 0 nays 0 absent 2 abstains (DiMarco and Simek)**

*DISCUSSION:*

1. Board Member Swierzowski asked about the Shared Services Agreement. Have we received any feedback regarding the use of building (27-31 Main Street) for Water Department distribution warm storage area?

Board President Jeffers addressed the topic with Mayor Vernon Jackson. There will be no change regarding the current status of the Agreement. A Temporary Agreement can be drawn up, via a letter addressed to Police Chief Gilbo and Mayor Vernon Jackson, to extend our use of the garage space until the meter change outs are completed.

Board President Jeffers will compose a letter, to be addressed to Police Chief Gilbo and Mayor Vernon Jackson.

Attorney Poulin noted Police Chief Gilbo has no issue with the Water Department putting meters in the garage.

Board Member DiMarco noted the Water Department needs a more permanent warm space. Distribution’s Hole Hog, thawer, meters and other various equipment are stored at the DPW garage where the equipment lays in cold and dirt.

1. Board Member Swierzowski and Board Member DiMarco recommended we send the Dig Safe bill to DPW Engineer Chris Vose, as his name is on the contract. Board President Jeffers concurred. Clerk Koehler was directed to send all further Dig Safe invoices to Engineer Chris Vose. Mr. Vose can break the bill down and have the city voucher the Water Department for our portion, which should be 50/50. Currently the Water Department pays the entire invoice.

President Jeffers noted if there are any issues, he is to be contacted.

• **MOTION** to accept meeting minutes of January 7, 2019 (Organizational Meeting), made by Board

 Member DiMarco and seconded by Board Vice President Hammer.

 **4 ayes 0 nays 0 absent 1 abstain (Simek)**

**• RESOLUTION 5 -2019** – Internal Transfer of Funds

 made by Board Vice President Hammer and seconded by Board Member Swierzowski.

**4 ayes 0 nays 0 absent 1 abstain (Simek)**

**COMMITTEES FOR 2019**

Board President Scott Jeffers assigned the following Committees for 2019:

**Audit/Finance Committee**: Board Member DiMarco and Board Member Simek

**Personnel Committee**: Board Vice President Hammer and Board Member Swierzowski

**PUBLIC ANNOUNCEMENTS**

• Next regular Water Board meeting will be Monday, February 11, 2019 at 6:00 pm.

• Water Department will be closed January 21, 2019 in observance of Dr. Martin Luther King Day.

**EXECUTIVE SESSION**

• **MOTION** to enter into Executive Session for “the medical, financial, credit, or employment

history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal, or removal of a particular person or corporation” made by Board Member Simek and seconded by

Board President Jeffers at 6:37 p.m.

 **5 ayes 0 nays 0 absent**

• M**OTION** to exit Executive Session made by Board Member DiMarco and seconded by Board

 President Jeffers at 7:32 p.m.

**5 ayes 0 nays 0 absent**

**ADJOURNMENT**

• **MOTION** to adjourn the meeting made by Board Vice President Hammer and seconded by Board

 Member Swierzowski at 7:34 p.m.

 **5 ayes 0 nays 0 absent**

Submitted by

Barbara Koehler

Clerk of the Water Board