

**JOHNSTOWN WATER BOARD  
SPECIAL BUDGET MEETING  
MEETING MINUTES  
NOVEMBER 25, 2019 3:30 PM**

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

Board Vice President Swierzowski called the meeting to order at 3:30 p.m., followed by the Pledge of Allegiance.

**ROLL CALL** by Clerk of the Water Board

**ATTENDEES**

John Swierzowski, Vice President  
George DiMarco, Board Member  
Brandon Lyon, Board Member  
Michael Capparello, Board Member  
Barbara Koehler, Clerk of the Board

**ABSENT**

Marj Kline, Board Member

**PUBLIC SESSION** - None

**MISCELLANEOUS ITEMS**

- Board Vice President Swierzowski discussed having TI-Sales give a presentation at a meeting in the near future regarding the use of Neptune meters. He stated it is important to address this due to a loss of residential revenue.

Board Member DiMarco noted we need the Meter Reader position re-instated during the union contract negotiations for the period January 1, 2020 – December 31, 2022. He relayed that someone who does meter reading on a full time basis will take the work more seriously. He stressed the importance of having the employee who becomes the meter reader being supervised and trained for such duties.

- Board Vice President Swierzowski along with Board Member DiMarco advised that rates have not been raised in 5 years. He also noted fees need to be increased for frozen meters and doing data logs.

Board Member DiMarco suggested that rates may need to be increased by 15 to 25 cents which would help to close the revenue gap.

**FINANCIAL**

- **Budget Workshop**

**Revenues and Expenses 2020**

Meeting commenced with a review of Revenues (Residential and Industrial) to date for 2019.

Board member Swierzowski noted the Residential Revenue is down for 2019 and this would be reflected in the 2020 budget. He advised that Residential Revenue for 2020 will be reduced from \$1,055,000 to \$850,000 and Industrial Revenue will be reduced from \$885,000 to \$840,000.

Board Member Capparello asked where we get our figures from to prepare the budget.

Board Vice President Swierzowski stated that these are the numbers the Clerk compiles, to be checked for accuracy with the Treasurer’s figures. He advised that the Water Department has not received 2018 final numbers or 2019 to date. He noted that the actual numbers for the Water Department should come directly from the CFO of the City, not the Clerk.

Board Member DiMarco stated he was confident in the Clerk’s numbers.

The meeting then proceeded with the review of each expenditure account, increasing or decreasing as projected, based on the same years criteria as used for Revenues.

Board Vice President Swierzowski advised there are significant increases in expense accounts for Taxes ((F1950.400), Retirement (F9010.800), and Purification (F8330.400).

The proposed budget is marked as Exhibit “A” (1 page) for Revenues and Exhibit “B” for Expenditures (4 pages with Salary Summary for 2020). The final 2020 Budget will be approved by the members of the Water Board with a Resolution at the next Water Board meeting.

**Six (6) Year Capital Improvement Plan (CIP)**

Regarding Phase 2 of the Spillway Rehabilitation Project, Board Member Swierzowski advised that he has not heard back from the Treasurer regarding the BAN/Bond requested necessary to complete the project. He stated that a memo was delivered to the Treasurer’s Office on 09/30/19 requested a BAN/Bond for \$3,375,000 for the mandated project for completion in 2020.

Board Member DiMarco stated that the cost of a skid steer for Source should be increased from \$50,000 to \$65,000. He noted the skid steer will be used at the filtration plants for loading the sand washer.

**FINAL SYNOPSIS of 2020 Revenues and Expenses & Six (6) Year Capital Improvement Plan (CIP)**

Budget 2020 Revenue	\$1,750,000.00	
Budget 2020 Expenses	\$5,922,363.43	
Shortfall	(\$4,172,363.43)	
<u>BAN/BOND Phase 2 Spillway</u>	<u>\$3,375,000.00</u>	
Shortfall	<u>(\$ 797.363.43) *</u>	
<b>* From Water Fund Reserve Account</b>		
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2020 Expenses	\$2,019,859.43	
2020 CIP	\$3,902,504.00	(6 year Plan 2020)
<u>Total Expenses</u>	<u>\$5,922,363.43</u>	

## **MOTIONS & RESOLUTIONS**

- **MOTION** to approve financial figures reached by Water Board for the 2020 Budget and Six (6) Year Capital Plan (Resolutions to be passed at next meeting) was made by Board Member DiMarco and seconded by Board Vice President Swierzowski.  
Ayes 4      Nays 0      Absent 1      Abstain 0
- **RESOLUTION 22 – 2019** to transfer \$250,000 from savings to checking was made by Board Vice President Swierzowski and seconded by Board Member DiMarco.  
Ayes 4      Nays 0      Absent 1      Abstain 0
- **RESOLUTION 23 – 2019** to purchase two turbidity meters and accessories from USA Blue Book, to comply with EPA regulations, at a cost of \$12,509.50 was made by Board Vice President Swierzowski and seconded by Board Member Lyon.  
Ayes 4      Nays 0      Absent 1      Abstain 0

## **ADJOURNMENT**

- **MOTION** to adjourn was made by Board Vice President Swierzowski and seconded by Board Member Capparello at 4:35 PM.  
Ayes 4      Nays 0      Absent 1      Abstain 0

Submitted by  
Barbara Koehler  
Clerk of the Water Board