**JOHNSTOWN WATER BOARD**

**SPECIAL MEETING**

**MEETING MINUTES**

**August 28, 2017**

**COMMENCED AT 9:00 Am**

**PLEDGE OF ALLEGIANcE**

1. ATTENDEES:

­­ x George DiMarco, Vice President

 x Scott Jeffers, Board Member

 x Jason Hammer, Board Member

 x John Swierzowski, Board Member (Arrived at 9:45 am)

 x Michael Hlozansky, Senior Water Treatment Plant Operator

 x Barbara Koehler, Clerk of the Board

Absent:

 Michael Poulin, City of Johnstown Attorney

 Tim Cellary, City Council Liaison

 Vacant Board Member

2. GUESTS:

None

3. PERSONNEL:

**Motion to go into Executive Session** to discuss matters leading to the employment of a particular person, made by Jeffers, seconded by DiMarco at 10:24 am.

Yeas 4, Noes 0, Absent 0

**Motion to adjourn Executive Session** made by Jeffers, seconded by Hammer at 10:50 am.

Yeas 4, Noes 0, Absent 0

**Motion to resume scheduled Public Session** made by DiMarco, seconded by Jeffers at 10:51 am.

Yeas 4, Noes 0, Absent 0

**Motion to hire David Ackernecht as a Laborer** made by DiMarco, seconded by Jeffers. Note: Resolution not necessary an internal transfer from City of Johnstown DPW.

Yeas 4, Noes 0, Absent 0

**Motion to post the Heavy Equipment Operator (HEO)** made by Jeffers, seconded by DiMarco. HEO posting done on 08/29/17.

*Yeas 4, Noes 0, Absent 0*

*Motion to post the Heavy Equipment Operator (HEO) later rescinded after roll call phone vote by Mr. DiMarco on September 4, 2017.*

Yeas 4, Noes 0, Absent 0

4. BUDGET WORKSHOP:

Mr. DiMarco discussed the revenues and expenditures on the budget with the new board.

The Water Department does not have final budget numbers for 2016 from the Treasurer. The Water Department has the balance sheet up to September 2016.

Mr. DiMarco questioned the metered vs. un-metered sales. He will ask for clarification from Mr. Gifford on this line item.

Mr. DiMarco also noted the Water Board need to amend the 6 year Capital Improvement Plan (CIP). A 6 year CIP is mandatory to apply for grants. It was noted that the Board will work on 6 year at the budget meeting. He noted that the CIP can be changed based on need.

Mr. DiMarco noted the $444,000 inter-fund transfer (F5031) on the December 2014 Statement of Revenues. Never received an explanation of the F5031 account.

Mr. DiMarco noted that he would request a meeting with Tim Cellary to discuss issues with receiving financial statements from the Treasurer.

List of potential projects/expenditures that could be included in the 2018 maintenance budget as follows:

* Need to paint the hydrants in 2018. Hire a temporary labor?
* Repair of dead end lines with pressure issues.
* Door replacement and roof project at Christman filtration plant.
* Need a new mower and small trailer.
* Distribution: dump truck and two (2) pickup trucks
* Look into Solar Panels the filtration plants.
* Rollers, and possible tracks, needed on the Kobelco (Joel Wilson at DPW is looking into pricing).
* Water Department office exterior needs to cleaned up and renovated. Mr. Hammer asked if we need approval to change the exterior color scheme. Mr. DiMarco said he would run any proposed changes through the City Code Department first.
* Water Department Office is out of space. There is no room for personnel, equipment, files storage, and security. Mr. DiMarco noted the possibility of expanding the space for the future.
* New computers for the office.
* Removal of Gate House.
* Fulton Street Tank (per inspection).
* Johnson Avenue Pump Station (roof and other)
* All pump stations. (paint, winterization, upgrade old equipment and accessories)

Mr. Swierzowski noted that we should be looking into available grants. He noted that there are many grants available that are ready to be given out to municipalities and added that we just need to know which ones to apply for. Mr. DiMarco said he would contact the Planning Department and request assistance to apply for grants.

OTHER:

Mr. DiMarco appointed the following committees for the remainder of 2017.

Personnel: Swierzowski/Jeffers

Finance: DiMarco/Hammer

ADJOURNMENT:

**Motion to adjourn** made by DiMarco seconded by Swierzowski.

Meeting ended at 11:00 am

Yeas 4, Noes 0, Absent 0

Submitted by

Barbara Koehler

Clerk of the Water Board