

**Hughesville Borough Water Authority
Meeting Minutes For
May 18, 2023**

Call Meeting to Order. Don Young called the meeting to order at 2 p.m.

Roll Call – Larry Dvorshock - P, Bill Edner - P, Don Young - P, Johnny Whitaker – P, Council newly appointed, Jeff Berger – P. Also present were Solicitors Scott T. Williams and Zach Dugan, Public Works Supervisor Matt Deming, Water Operator Jeff May and Bookkeeper Kathy Harper.

Approval of Agenda. Motion to modify by Johnny Whitaker; second by Bill Edner. Motion carried.

Modified Agenda. New business added Item 6 to review estimate for computer server. Motion by Johnny Whitaker; second by Larry Dvorshock. Motion carried.

Approval of Previous Meeting Minutes: April 20. Motion by Johnny Whitaker to approve; second by Larry Dvorshock. Motion carried.

Review of Financial Report. The financial report was presented showing checks number 1381 through 1399 totaling \$85771.36.

Checking Account balance	\$ 54,446.96
Investment Account balance	\$ 400,596.98 *
Muncy Bank Loan	\$ 0/800,000.00

*Noted a pending payment from Checking Account to Investment Account would bring Investment balance to \$425,596.98. Motion by Bill Edner to approve the Report; second by Johnny Whitaker. Motion carried.

Water Report – April in packet, March revised also included

Old Business

1. School District request antenna on County’s tower/Letter from attorney – Board would like more information as to why School District wants antenna on tower. Decided School District can add antenna.
2. SRBC Monitoring Fees for 2023 – Fees are now \$475 yearly.
3. Revise Tap Fee Structure – Tabled/See below.
4. Engineer’s Rate Structure Study – Tabled/See below.
5. Backflow Prevention Program – Tabled/See below.
6. Rave (Swiftreach) Call System – Tabled/Don stated have until June to make decision.
7. Federal Surplus Program eligibility application/Modify officer elections – Don Young resigned as Vice Chairman. Officer (Re)elections followed. Application now approved.
8. Office equipment budget – Mayor Andy Mook will add item to Borough agenda and Don Young to check for a business that can clean entry carpets. Board wants to pursue search for new office chairs at surplus supply companies.

New Business

1. Revise Tap Fee Structure – Tabled to June.
2. Engineer’s Rate Structure Study – Tabled to June.
3. Backflow Prevention Program – Don emailed Susquehanna Fire researching need and how to keep tract with spreadsheet.
4. Rave (Swiftreach) Call System – Tabled, noted Borough opted out.
5. Accepting payments with Diversified: Debit card, ACH, and Credit card – ACH not approved due to additional costs and privacy issues. Debit and Credit card usage approved through Diversified billing system provided no other costs for setup to collect customer payments.
6. Computer Server Upgrade Quote – Don to call Lyco Micro for current setup information.

Public Comment Period. None.

Executive Session/Adjournment. Motion by Johnny Whitaker to adjourn at 3:13 p.m.; second by Larry Dvorshock. Motion carried. An execution session was held directly after meeting to discuss subject of personnel.