

**Hughesville Borough Water Authority
Meeting Minutes For
February 16, 2023**

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

Roll Call – Larry Dvorshock - A, Bill Edner - P, Don Young - P, Johnny Whitaker- P, Dale Cahn – A. Also present were Solicitor Scott T. Williams, Public Works Supervisor Matt Deming, Water Operators Jeff May and Bill Jones, and Bookkeeper Kathy Harper.

Approval of Agenda. Motion by Bill Edner to approve; second by Don Young. Motion carried.

Approval of Previous Meeting Minutes – January 19. Motion by Johnny Whitaker to approve; second by Bill Edner. Motion carried.

Review of Financial Report. The financial report was presented showing checks number 1325 through 1337 totaling \$31990.35.

Checking Account balance	\$ 122,786.16
Investment Account balance	\$ 398,833.51
Muncy Bank Loan	\$ 0/800,000.00

Motion to transfer funds from Checking Account to Investment Account monthly when balance in Checking is in excess of \$75000.00. Motion by Bill Edner to approve the Report; second by Johnny Whitaker. Motion carried.

Water Report – in packet

Old Business

1. Blue Sky Drive, Tank.
2. Kathy's days and hours and Terminate Sherry's bond.
3. PPL Right-of-Way to be recorded by PPL.
4. SRBC Grant.
5. Penn Strategies invoice.

New Business

1. Tap Fees – Tabled to next meeting.
2. Massey – Decision to purchase tractor for \$17649.52 to be split with Hughesville Borough. Motion by Johnny Whitaker; second by Bill Edner. Motion carried.
3. Martz – Rate comparisons supplied. Possibly get info for grant to cover upgrade. Agreed to invite for presentation. Also seek electrical quotes for upgrade.
4. Rate Structure – Discussion to increase rates by increments; and take into consideration of grants received, higher electrical costs and increased chemical expenses incurred.
5. Blue Sky Drive, Tank & Pennvest Resolution – Scott Williams presented PennVest Resolution which was signed by Don Young and Bill Edner. Scott stated Mrs. Broam was to also to sign as of today.

6. Watershed Area/Campground Cleanup – Bill Edner stated paperwork filed with DEP and Codes. The owner notified of clean up needed.
7. Waterline to Ashkar Elementary – Topic of water usage at schools and to research lease agreement for water service to East Lycoming School District.
8. Office: Procedures/Improvements –
 - a. Approval of petty cash for postage dispenser and counterfeit money pen.
 - b. Remote capture deposit tabled for later date.
 - c. Motion to remove David McConnell from online banking access and to add Bookkeeper Kathryn Harper. Motion by Don Young; second by Bill Edner. Motion carried.
9. Financial Audit 2021 – Motion to accept and advertise by Johnny Whitaker; second by Bill Edner. Motion carried.

Public Comment Period. None.

Executive Session/Adjournment. Motion by Bill Edner to adjourn at 3:22 PM; second by Johnny Whitaker.