

# **NORTHERN CAMBRIA MUNICIPAL AUTHORITY**

**1202 Philadelphia Avenue – Northern Cambria, PA 15714**

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## **BOARD MEETING: November 3, 2021**

### **\*MEETING MINUTES**

**\*MEETING WAS HELD BY TELECONFERENCE. ANY PUBLIC COULD ATTEND IN PERSON AT OFFICE WITH BOARD SECRETARY OR BY CALLING INTO TELECONFERENCE.**

#### **BOARD MEMBERS IN ATTENDANCE:**

- ☐ Paul Weaver
- ☐ Edward Shea
- ☐ Wilbur Kelly
- ☐ John Rouse

**ABSENT BOARD MEMBERS: Dan Farrell**

#### **ATTENDING GUESTS:**

- 1) Bill Barbin, Solicitor    2) Chet Cyga, Water System Solutions    3) John Clabaugh, Engineer

**A motion to approve the minutes from the October 6, 2021 meeting was made by Wilbur Kelly, seconded by John Rouse. All in favor.**

**A motion to approve the October 7 - November 3, 2021 Treasurer's Report was made by John Rouse, seconded by Wilbur Kelly. All in favor.**

#### **Treasury Report:**

##### **General Fund**

Total Expenses    \$ 66,439.08  
Ending Balance    \$443,311.41

##### **Capital Reserve Account**

Ending Balance    \$180,800.54

##### **DEP Escrow Act**

Ending Balance    \$14,285.37

##### **2014 Water Improvement Project**

Ending Balance    \$ 200,000.00

##### **Trust Account**

Ending Balance    \$337,391.32

##### **Debt Service Reserve**

Ending Balance    \$154,167.48

##### **Certificate of Deposit#1**

Ending Balance    \$337,523.91

##### **Ameriserv Bank Deposits**

Ending Balance    \$8,338.77

##### **Miller Hollow Project**

Ending Balance    \$193,808.67

☞ **ENGINEERS REPORT-** John Clabaugh stated that the Miller Hollow Intake structure is ready to bid and will be finalized once the well head protection properties are purchased.

Construction should start at first thaw as this should be enough time to deal with supply issues.

⇒ **REFINANCE S&T LOAN-** Bill Barbin explained that the Peoples Security Bank and Trust documents have been finalized and we will have a net savings of around \$150,000 that will be deposited into our construction account to help with expenses we are incurring with Miller Hollow. Closing will be on November 10, 2021. A motion was made by Wilbur Kelly to approve the refinance of the S&T note with Peoples Security Bank, seconded by John Rouse. All in favor.

⇒ **WELL HEAD PROTECTION PROPERTY ACQUISITIONS-** Bill Barbin has talked with all property owners and they are willing to sell their properties by Quitclaim Deed for the following purchase prices. Chordas, \$3,000; Angellotto, \$4,000; Taranto, \$1,000 and Lamagna, \$3,000. A motion was made by Wilbur Kelly to approve the resolution and payment for the properties, seconded by John Rouse. All in favor. A motion was also made by Wilbur Kelly to authorize the Solicitor to condemn any well head protection area properties that do not sign the quitclaim deed within two weeks, seconded by John Rouse. Bill Barbin stated that he does not believe this will be necessary.

⇒ **PUMP HOUSE MODIFICATIONS-** Chet Cyga stated that we need to utilize the pump house again by bringing water in from Hazeltine and Pentagon Circle during the Miller Hollow Intake project. Miller Hollow source will be down during this time. Chet stated that currently Hazeltine is running in manual and wants it automated. A motion was made by Wilbur Kelly to purchase the \$500.00 in parts to make it automated, seconded by John Rouse. All in favor.

⇒ **PRELIMINARY BUDGET-** Evelyn stated that she attached a preliminary budget with the agenda packet for the board to review and to let her know of any changes or additional expenses to be made next year. Next meeting we will approve the final budget. Wilbur Kelly stated that Borough employees received a bonus check with the Covid-19 ARPA monies the Borough received. Wilbur Kelly stated that he was informed the rules restricted the Borough from including water authority employees in that bonus. John Rouse stated that although we have always followed what the borough did in the past, he would like to stray away from doing that now. A motion was made by Wilbur Kelly to increase wages per hour for the year 2022 for Ron Depto \$1.01 and Evelyn Long \$0.99 and to include those costs in the 2022 budget, seconded by John Rouse. All in favor.

**A motion was made by John Rouse to adjourn the meeting at 5:33 pm, seconded by Wilbur Kelly. All in favor.**

**Next Meeting Date: December 1, 2021 at 5:00 pm**

### **TREASURY REPORT**

United States Treasury	-737.84
QuickBooks Payroll Service	-1,061.32
Evelyn R Long	0.00
Ronald T Depto	-1,327.12
Borough of Northern Cambria	-1,762.85
Sourcere Business Solutions	-33.86
Quill Corporation	-160.97
Pennsylvania One Call System, Inc.	-16.65
Verizon	-38.87
Verizon	-118.70
Penelec	-18.19

Penelec	-18.81
Penelec	-19.02
Comcast	-286.74
Comcast	-135.59
Verizon Wireless	-172.58
Verizon Wireless	-40.16
Municipal Employers Insurance Trust	-261.32
Sheetz Business Edge	-251.26
Verizon	-40.42
Evergreen Insurance	-11,762.00
Glinsky's Auto Service	-226.98
RDM-Johnstown, L.L.C	-95.00
Univar USA Inc.	-1,336.26
REA Energy	-2,225.89
UPMC Health Plan	-2,691.64
Quill Corporation	-166.26
United States Treasury	0.00
Pennsylvania Dept. of Revenue	-204.00
NSS Life	-22.04
Washington National Insurance Company	-52.30
United States Treasury	-939.78
QuickBooks Payroll Service	-1,024.48
Evelyn R Long	0.00
Ronald T Depto	-1,709.37
Borough of Northern Cambria	-22,054.18
Postmaster	-580.79
American United Life	-60.00
Borough of Northern Cambria	-444.38
Fairway Laboratories	-120.00
Link Computer Corporation	-895.11
Northwestern Mutual	-465.14
Penelec	-821.05
Borough of Northern Cambria	-632.16
Borough of Northern Cambria	-665.00
Pat's Tire	-1,160.00
Water System Solutions	-9,583.00
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	-66,439.08

#### **Miller Hollow Account**

First National Bank	Interest due on LOC 10/9/21	-113.98
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#### **Miller Hollow Line of Credit**

Stiffler, McGraw & Associates, Inc.	I#25 & I#26	-52,810.31
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**Additional Monthly Debt Service- TRUST ACT**

SMA - S&T Bank	\$12,137.84 (transferred to Trust Act, Invoice received Apr/Oct)
SMA - Pennvest	\$ 8,361.71 (transferred to Trust Act, Pennvest Auto deduct pmt on 1 <sup>st</sup> )
NC - Pennvest	\$27,238.05 (transferred to Trust Act, Pennvest Auto deduct pmt on 1 <sup>st</sup> )
NC - Pennvest	\$ 1,513.62 (transferred to Trust Act, Pennvest Auto deduct pmt on 1 <sup>st</sup> )
NC- Pennvest	<u>\$11,378.66</u> (transferred to Trust Act, Pennvest Auto deduct pmt on 1 <sup>st</sup> )
	<b><u>\$60,629.88</u></b>

Respectfully submitted by:

***Evelyn Long***

**Recording Secretary**

**Northern Cambria Municipal Authority**

**\* Minutes are un-official until approved at the next meeting.**