August 5, 2026

The Regular Meeting of the Cleona Borough Authority was held via Zoom on August 5, 2026, at 7:30 PM.

AUTHORITY MEMBERS PRESENT: Chairman Bryan Hoffman, Ms. Sue Bowman, Ms. Ashlea Good, and Mr. Les Powell.

AUTHORITY MEMBERS ABSENT: Mr. Matt Ditzler

STAFF PRESENT: Solicitor Amy Leonard, Mr. Scott Rights of Steckbeck Engineering, Ms. Melody Vanderveer, and Manager Michael Peiffer.

CALL TO ORDER: The meeting was called to order at 7:36 PM by Chairman Hoffman.
APPROVAL OF PREVIOUS MINUTES: A motion was made by Mr. Powell to approve the July 1, 2026, meeting minutes. The motion was seconded by Ms. Good. Motion passed unanimously.

TREASURER'S REPORT: The Treasurer's Report for July 2026 was presented for review. Ms. Vanderveer reported that significant project expenditures had been paid during the month. Discussion occurred regarding the anticipated use of Authority reserve funds for costs associated with the North Cornwall pump station project. Chairman Hoffman noted that the Authority had been able to pay project expenses from its checking account to date, but the Board had always anticipated transferring funds from savings as needed. A motion was made by Ms. Bowman to approve the Treasurer's Report. The motion was seconded by Ms. Good. Motion passed unanimously.

PAYMENT OF BILLS: Bills for the month of July 2026 were presented for approval. No questions were raised. A motion was made by Ms. Good to approve payment of the bills. The motion was seconded by Ms. Bowman. Motion passed unanimously.

CITIZEN'S COMMENTS: No citizens were present.

ENGINEER'S REPORT:

STORMWATER

- Mr. Rights reported that Custer Excavating submitted revised pricing to relocate the outlet end wall at the South Christian Street Stormwater Improvement Project approximately twenty-five feet farther down the bank toward the floodplain. He explained that the revised cost was higher than originally anticipated because substantial fill would be required to blend the grades between the Dodson and Schultz properties and provide a safer final slope.
- The revised change order totaled $15,409.60. Mr. Rights confirmed that Steckbeck Engineering would continue to share the cost equally with the Authority due to the design

considerations associated with the project. The matter was reserved for formal action under New Business.

- Mr. Rights also reported that Custer Excavating submitted Pay Request No. 3 in the amount of $24,530.65. The request was primarily for stored precast manholes and related materials purchased for the Derry Road and South Center Street portions of the project. He reviewed the request and recommended payment.
- Custer Excavating anticipated returning to the South Christian Street project within ~ 2 weeks. Mr. Rights advised the contractor to prioritize completion of the Derry Road work before the school year begins on August 24, 2026.
- Discussion also occurred regarding the replacement tree for the Schultz property. Mr. Rights reported that survey personnel would retrieve the tree from Ms. Good and that the property owner had marked the intended planting location. The tree would be transported in a manner that adequately supported the trunk to prevent damage.
- Mr. Rights reported that the Consortium SQ6 floodplain restoration project between Mill Street and Derry Road had received its permit. The project will remain on hold while the Consortium awaits finalized DEP regulations governing calculation of pollutant-load reductions. Based on current information, the regulations are not expected until sometime in 2027.

WASTEWATER

Mr. Rights reported that the Dairy Road Pump Station is in service. He and Mr. Powell continued monitoring the Authority's pump pressures and had observed no noticeable increase or operational impact resulting from the additional flow. He stated that the system was operating as anticipated.

PUMP STATION REPORT: Mr. Powell reported that the pump station was operating well. A phase monitor had recently failed, representing the second such failure during the year. He believed the failures may be related to electrical disturbances associated with utility work in the area. Two replacement phase monitors were ordered so that a spare would be available if the remaining monitor failed. Mr. Powell explained that the phase monitors protect the substantially more expensive motor drives from electrical damage. He will provide a more complete update at the next meeting after the replacement work is completed.

SECRETARY'S REPORT: Manager Peiffer reported that, as of July 31, 2026, the Authority had billed $153,365.34 and had a balance of $84,861.61. Ms. Vanderveer noted that receipts typically decrease near the end of each month and increase again as the tenth-day payment deadline approaches.

Ms. Vanderveer reported that a residential customer had contacted the Authority regarding difficulty paying a bill associated with approximately 28,000 gallons of water usage by a two-person household. The landlord had already investigated the property and had not identified an obvious leak. Board members agreed that the usage was unusually high and recommended that the customer continue checking for hidden leaks, particularly a leaking toilet.

SOLICITOR'S REPORT: Solicitor Leonard reported that the proposed intermunicipal maintenance agreement with Annville Township had been forwarded to Annville Township's solicitor for review. She provided background concerning the prior version of the agreement and the proposed resolution approving it. Annville Township's solicitor acknowledged receipt and will advise whether any revisions are requested.
Solicitor Leonard advised that an updated Annville Township wage rate for 2027 will need to be attached to the agreement as an exhibit. After receiving confirmation from Annville Township, she will determine whether the agreement and authorizing resolution can be prepared for consideration at the September meeting.

NEW BUSINESS:

- A motion was made by Mr. Powell to approve Custer Excavating Pay Request No. 3 in the amount of $24,530.65. The motion was seconded by Ms. Good. Motion passed unanimously.
- The Board reviewed the revised change order for relocation of the South Christian Street outlet end wall and associated grading. The final change order totaled $15,409.60, with Steckbeck Engineering and the Authority each responsible for fifty percent of the cost. A motion was made by Ms. Good to approve the revised change order in the amount of $15,409.60 under the agreed cost-sharing arrangement. The motion was seconded by Mr. Powell. Motion passed unanimously.
- Manager Peiffer reported that implementation of electronic billing remained delayed while Diversified Technology and IntegraOne worked through technical integration issues. The two companies had exchanged numerous communications, but the system was not yet operational. Staff anticipated receiving additional information within the next several days.
- Manager Peiffer reiterated that electronic billing will become the default delivery method, but customers will be able to opt out easily and continue receiving paper bills. Several customers had already requested paper bills. Authority members participating in the pilot program were instructed not to pay their current test bills until further notice. Staff will distribute an email when the system is ready to proceed.

UNFINISHED BUSINESS: No unfinished business was discussed.

ADJOURNMENT: A motion was made by Ms. Bowman to adjourn the meeting. The motion was seconded by Mr. Powell. Motion passed unanimously.
The meeting adjourned at 7:58 PM.

Respectfully submitted,

Michael Peiffer
Borough Manager