

August 6, 2025

The regular meeting of the Cleona Borough Authority was held via Zoom on the above date. Members attending were Sue Bowman, Matt Ditzler, Ashlea Good and Les Powell. Absent was Bryan Hoffman. Also attending were Amy Leonard, Solicitor; Scott Rights, Engineer; Jonathan Johnson, Borough Manager; and Melody Vanderveer, Borough Clerk.

The meeting was called to order at 7:30 p.m. by Vice-Chair Good.

APPROVAL OF MINUTES, TREASURER'S REPORT AND BILLS:

Motion by Mr. Powell to approve July 2, 2025, meeting minutes, seconded by Mr. Ditzler; motion carried.

Motion by Mr. Powell to approve the July 2025 Treasurer's report, seconded by Ms. Bowman; motion carried.

Motion by Mr. Powell, seconded by Ms. Bowman; to pay the bills for the month of June 2025, motion carried.

CITIZENS COMMENTS:

None.

ENGINEER'S REPORT: Scott Rights

Stormwater Project: Dairy Road, South Christian Street, and South Center Street

Mr. Rights said that the stormwater project received eight bids. The lowest bid was from Custer Excavating for \$406,609.40, which is less than estimated. Mr. Rights noted Custer has completed several projects in the past for the Authority and he was pleased with their work. Custer plans to begin with the South Christian Street project this fall 2025, with paving and the other projects to be done in spring 2026. Mr. Rights and Custer will meet with South Christian Street residents before the project begins to ensure they are informed on the project schedule, tree removal, etc. Since the South Center Street curbing will likely require replacement, a determination about whether the Borough or the Authority should pay for that work can be discussed at the September meeting.

Mr. Rights made a recommendation that the Authority issue an Intent to Award letter to Custer so Custer can obtain the required performance bond and insurance for the project. Assuming Ms. Leonard's favorable review of those bid-related documents, the Authority could then authorize a Notice to Proceed at the September meeting.

Following discussion, **Ms. Bowman made a motion to issue an Intent to Award letter to Custer Excavating, provided they submit all required preliminary documentation and it meets with approval from the engineer and solicitor; Mr. Powell seconded the motion and the motion carried.**

Stormwater Project: South Mill Street: Mr. Rights reported he plans to ask Custer Excavating for a bid on the South Mill Street project, since he believes this project cost will be below the formal bidding threshold. If necessary, Mr. Rights would also ask other contractors to quote on the job.

Cleona Borough Authority Minutes

August 6, 2025

Page 2 of 3

Storm Water Consortium: The floodplain restoration project between Dairy Road and Mill Street is moving forward. Mr. Rights and LandStudies are coordinating efforts to develop a workable project within the 15-foot buffer on either side of the Quittapahilla Creek.

Sewer: The Dairy Road pump station project is progressing. CoLA is planning to install a new force main pipe at the treatment plant, which will require the Cleona Boulevard pumping station to shut down for four to five hours during that installation. The work is tentatively scheduled for the night of September 8th

PUMP STATION REPORT: Les Powell

Mr. Powell said there have been several recent power outages at the pump stations, likely caused by Met-Ed. One outage knocked out a relay switch that required replacement. Mr. Powell's crew will do a mock drill before the pump station shutdown for CoLA, to ensure there will be no problems.

SECRETARY'S REPORT: Jonathan Johnson

See attached report.

SOLICITOR'S REPORT: Amy Leonard

Members' Compensation: Ms. Leonard reported the compensation increase question has been successfully resolved with the Borough Solicitor. The increase in compensation does not require a resolution since the Borough already voted on the matter. Authority members will receive the increased compensation as their terms are renewed; any new members would immediately receive the new rate.

Tax Parcel Number: Ms. Leonard said the incomplete easement agreement with the Borough for the Dairy Road project remains unresolved due to the property's lack of a tax parcel number. She is working with the Borough Solicitor to resolve the problem.

NEW BUSINESS:

108 North Center Street: Ms. Vanderveer said that the property at 108 North Center Street was erroneously identified as being a single equivalent residential unit (ERU); however, it is a rental property with three apartments. Since the property is being sold, it was determined that applying the correct number of ERUs should commence with the new ownership and the previous owner should not be charged, because the error was not their fault. Ms. Leonard noted a motion was not necessary because the property is being brought into compliance with the existing ordinance.

Authority Audit: Mr. Johnson presented a quote from Garcia, Garman & Shea for the Authority's 2025 audit. After a discussion, the Board decided to postpone action on this quote until the September meeting.

2025-26 Insurance: Mr. Johnson stated that the Borough has purchased insurance for 2025-26, with coverage including the pump house, cybersecurity, and general liability. The Authority's share of the premium is \$4,148.

Cleona Borough Authority Minutes

August 6, 2025

Page 3 of 3

Tree / Limb Removal at Pump House: Mr. Johnson said a large dead pine tree and a large overhanging broken limb at the pump station requires removal. After discussion, **Mr. Ditzler made a motion to have Siebecker Property Management remove the tree and limb; Mr. Powell seconded it, and the motion was approved.** Mr. Powell will investigate whether the tree needs replacement.

UNFINISHED BUSINESS:

Dairy Road / South Christian Street / Center Street Project Bids: Discussed during Engineer's Report

Update on South Mill Street Project: Discussed during Engineer's Report

Resolution for pay increase for Authority members: Discussed during Solicitor's Report

Office floor renovation quotes: Members agreed to postpone discussion of new office flooring until a later date.

ADJOURNMENT:

With no further business to discuss, Ms. Bowman made a motion to adjourn the meeting at 8:13 pm.

Respectfully submitted,
Jonathan Johnson