

Cleona Borough Authority Minutes

December 4, 2024

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The regular meeting of the Cleona Borough Authority was held at Cleona Borough Hall on the above date. Members present were Sue Bowman, Ashlea Good, Bryan Hoffman, and Les Powell. Absent was Matt Ditzler. Also attending were Scott Rights, Steckbeck Engineering; Amy Leonard, Solicitor (arrived late); Jonathan Johnson, Borough Manager; and Melody Vanderveer, Borough Clerk. The meeting was called to order at 7:00 p.m. by Chairman Bryan Hoffman.

APPROVAL OF MINUTES, TREASURER’S REPORT AND BILLS:

Motion by Mr. Powell seconded by Ms. Good, to approve the minutes of the November 6, 2024, meeting. Motion carried.

Motion by Ms. Bowman, seconded by Ms. Good, to approve the Treasurer’s Reports for November 2024. Motion carried.

Motion by Ms. Good, seconded by Mr. Powell, to pay the bills for the month of November 2024. Motion carried.

CITIZENS COMMENTS: No citizens attended.

ENGINEERING REPORT: Scott Rights

Dairy Road Water Runoff:

- Authority members approved installing ADA ramps on the affected areas of Dairy Road and East Chestnut Street as part of sidewalk renovations necessitated by the stormwater runoff project.
- Authority members approved asking Millpond Properties for a 5-foot permanent easement along Dairy Road to install riprap for stormwater runoff, as well as asking for an additional 15-foot construction easement. Mr. Rights will provide the easement drawings; Authority staff will contact Millpond Properties owners for their approval.
- Mr. Rights reported that the Pennsylvania Natural Diversity Inventory has been completed and neither the Dairy Road nor South Christian Street projects had any issues.

South Christian Street:

- Mr. Rights discussed the challenges of redirecting the stormwater around a large pine tree on the Schulz property (240 South Christian Street). It was decided to ask Mr. Schultz if this tree could be removed and replaced by the Authority at a different location in his backyard.
- Mr. Rights reviewed some inaccuracies in the 1970’s drawing of the South Christian Street property easement and stormwater pipes. Thus, additional easements will likely be required.

Stormwater Flowing from Elizabeth Street:

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- Ms. Vanderveer asked Mr. Rights about the water that pools on Elizabeth Street at Route 422. Mr. Rights explained that there is a stormwater inlet at the center for Jonestown Bank parking lot, but he is unsure if this inlet connects to the inlet along Penn Avenue east of the bank. He is also unsure if there is sufficient fall for the stormwater to flow from the Bank's parking lot to the Penn Avenue inlet, so will investigate the matter and report back.

North Cornwall Township October Invoice:

- Mr. Rights said he met with North Cornwall Township (NCT) officials to discuss the \$16,952 invoice from October 2024, representing 10 percent of the costs of the Dairy Road Pumping Station's design and engineering work. Mr. Rights said NCT officials asked the Authority to pay 10 percent for the pre-job design and engineering work and 3 percent of the construction costs. Ms. Good made a motion to pay the October invoice based on 10 percent and all future invoices at 3 percent of costs, as discussed. Ms. Bowman seconded, and the motion was approved.

PUMP STATION REPORT: Les Powell

Written report submitted.

SECRETARY'S REPORT: Jonathan Johnson

Balance due as of November 30, 2024: -\$10,777.38; Wastewater = \$11,357.69 Stormwater = -\$580.31. Total billed October 10, 2024, = \$143,960.15.

SOLICITOR'S REPORT - Amy Leonard

No Report.

UNFINISHED BUSINESS

2025 Sanitary Sewer Budget: Ms. Bowman made a motion to approve the 2025 Sanitary Sewer Budget and Ms. Good seconded. The motion was approved.

2025 Stormwater Budget: Ms. Good made a motion to approve the 2025 Stormwater Budget and Mr. Powell seconded. The motion carried.

Quittapahilla Streambank Restoration: No report

NEW BUSINESS

2024 Authority Audit Quote: Ms. Good made a motion to approve Stanilla, Siegel and Maser's quote of \$6,700 for the 2024 Authority audit. Mr. Powells seconded. The motion was approved.

7 East Chestnut Street: The owner of 7 East Chestnut Street has been in-and-out of the hospital and is reportedly planning to sell the house soon. Since the owner owes just \$97.40. Ms.

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Vanderveer asked the Board to hold off issuing a shut-off notice to the owner, since the sewer and stormwater fees would be paid at settlement when the house is sold. By consensus, the Board agreed not to send a shut-off notice to 7 East Chestnut Street's owner at this time.

Authorizing Repairs Up to \$10,000: Ms. Bowman made a motion to allow Annville Township Public Works Department to perform necessary repairs on Cleona Borough Authority property and equipment up to a cost of \$10,000 without prior approval. For repairs costing over \$10,000, advance authorization is required from Cleona Authority's chairperson. Ms. Good seconded the motion. The motion was approved.

2025 Meeting Dates: Mr. Powell made a motion to approve the 2025 meeting dates as listed below. All meetings will start at 7:30pm and will be virtual, except for the December 3, 2025 meeting. Ms. Bowman seconded. The motion carried.

January 8, 2025	July 2, 2025
February 5, 2025	August 6, 2025
March 5, 2025	September 3, 2025
April 2, 2025	October 1, 2025
May 7, 2025	November 5, 2025
June 4, 2025	December 3, 2025

With no further business to discuss, Mr. Powell made a motion, seconded by Ms. Good, to adjourn the meeting at 8:52 p.m.

Respectfully submitted.
Jonathan Johnson