

Cleona Borough Authority Minutes

July 2, 2025

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

The meeting was called to order at 7:32 p.m. by Chairman Hoffman.

APPROVAL OF MINUTES, TREASURER’S REPORT AND BILLS:

Motion by Ms. Good to approve June 4, 2025, meeting minutes, seconded by Ms. Bowman. Motion carried.

Motion by Ms. Bowman to approve the June 2025 Treasurer’s report, seconded by Ms. Good. Motion carried.

Motion by Ms. Good, seconded by Ms. Bowman, to pay the bills for the months of June 2025. Motion carried.

CITIZENS COMMENTS:

None.

ENGINEER’S REPORT: Scott Rights (Absent)

See attached written report.

PUMP STATION REPORT: Les Powell (Absent)

See the attached report.

SECRETARY’S REPORT: Jonathan Johnson

Mr. Johnson noted:

- Nineteen shut-off notices were sent; all but one property owner paid.
- Second quarter consumption data was loaded into the billing software along with the new rates.
- All non-uniformed employees received their annual MS4 training.

SOLICITOR’S REPORT: Amy Leonard

Ms. Leonard said she is reviewing the bid documents for the Dairy Road, S. Christian Street, and South Mill Street projects. The East Walnut Street easement agreement between Borough and Authority is on hold because of the lack of a tax parcel ID number. Ms. Leonard will be discussing with the Borough Solicitor the tax parcel number issue, as well as the possible pay increase for Authority members.

NEW BUSINESS:

There was no new business

UNFINISHED BUSINESS:

Bid updates for Dairy Road / South Christian Street/ South Center Street Project.: Discussed earlier by Ms. Leonard

Bid Update for South Mill Street Stormwater Project: Not discussed

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Water Connection to 145 Dairy Road: Mr. Hoffman indicated that, when the Dairy Road project begins, he will notify both COLA and the landowner.

Resolution for Pay Increase for Authority Members: Discussed earlier by Ms. Leonard.

Office Renovations: Mr. Hoffman discussed the three quotes received for new office flooring and concluded that it wasn't possible to accurately compare these bids. He requested Mr. Johnson to go back to the bidders and seek new written quotes that include removal of existing flooring, specifies the brand and model of the desired replacement flooring and provides a breakout for the cost of ¼ inch underlayment, if necessary.

ADJOURNMENT:

With no further business to discuss, Ms. Bowman made a motion to adjourn the meeting at 8:03 pm.

Respectfully submitted,
Jonathan Johnson