

**Cleona Borough Authority Minutes**

**June 4, 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, Matt Ditzler, Ashlea Good, and Bryan Hoffman. Absent was Les Powell. Also attending were Scott Rights, Steckbeck Engineering; Amy Leonard, Solicitor; and Jonathan Johnson, Borough Manager.

The meeting was called to order at 7:34 p.m. by Chairman Hoffman.

**APPROVAL OF MINUTES, TREASURER’S REPORT AND BILLS:**

**Motion by Ms. Good to approve May 7, 2025, meeting minutes, seconded by Mr. Ditzler. Motion carried.**

**Motion by Mr. Ditzler to approve the May 2025 Treasurer’s report, seconded by Ms. Good. Motion carried.**

**Motion by Ms. Good, seconded by Ms. Ditzler, to pay the bills for the months of May 2025. Motion carried.**

**CITIZENS COMMENTS:**

None.

**ENGINEER’S REPORT: Scott Rights**

South Center Street Stormwater Project: Mr. Rights reported this survey work was completed, but additional information is needed to determine where the Center Street stormwater pipe crosses the Cleona Boulevard water main; he’s asked CoLA to check their records. Mr. Rights noted he doesn’t know the condition of the Penn Avenue section of the Center Street stormwater pipe.

South Christian Street, Mr. Rights related that all agreements for the South Christian Street Project have been signed, however, one still needs to be notarized. He is working on this with the property owner.

Stormwater Projects Bid: Mr. Rights said he plans to advertise the three-stormwater projects bid (South Center Street., South. Christian Street and Dairy Road) within the next two weeks. Authority members agreed that, after the bids are opened, Mr. Rights will review them and identify who is the lowest responsive bidder. He will then advise Authority members of the bidding results. If members object to the cost, the bid award will be delayed until the July Authority meeting. In the absence of objections, an intent-to-award letter will be issued to the successful contractor, and the bid award will be ratified at the July meeting. It was also agreed to make the Mill Street project a separate bid.

145 Dairy Road: Mr. Hoffman pointed out that 145 Dairy Road is the only house in the Borough not connected to CoLA’s water system, however, the owner would like to be connected. Mr. Ditzler is aware of the situation and when the Authority begins the construction on Dairy Road, it may be workable to coordinate the connection of this property. Mr. Rights indicated it remains unclear who would be responsible for connecting the water main to the house, but this would be determined by CoLA and the property owner. Members discussed possibly modifying their rate structure for 145 Dairy Road, since it is the last property in the Borough not on public water, Ms. Leonard confirmed that the Borough does have mandatory sewer connection ordinance.

*Miscellaneous Issues*

- *Consortium Project:* Mr. Rights noted the owner of ES Mill Street (Kreider family) has signed the agreement which would allow preliminary design fieldwork to occur on their property. This

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agreement was relayed to DEP along with a request to extend the term of the Growing Greener grant. Mr. Rights reported there are not yet updates to the proposed MS4 Regulations.

- *22<sup>nd</sup> Street Project*: Mr. Rights said several trees planted last year did not survive, but those trees were under warranty and the contractor replaced them at no cost.
- *Dairy Street Pump Station Project*: Mr. Rights reported NCT's contractors resolved the water issues and have made significant progress on the pump station's construction.

### **PUMP STATION REPORT: Les Powell (Absent)**

See the attached report.

### **SECRETARY'S REPORT: Jonathan Johnson**

See the attached report.

### **SOLICITOR'S REPORT: Amy Leonard**

Ms. Leonard indicated there were no new delinquencies or sheriff sales.

### **NEW BUSINESS:**

*Pay Raise for Authority Members*: Mr. Hoffman said he discussed a salary increase for Authority members with Borough Council. The Borough's solicitor did not believe it was Council's responsibility to approve a pay raise, and Council accepted their solicitor's advice. However, they were not opposed to increasing the salary to \$50 per month. Ms. Leonard stated that, as the appointing body, Borough Council is responsible for setting these salaries. Since Council did not take action, Ms. Leonard suggested the Authority adopt a resolution setting the salary and attach Borough Council's minutes showing that Council declined to set the salary, but suggested the salary be set at \$50 per month. Mr. Hoffman asked Ms. Leonard to prepare the resolution.

*Office Renovations*: Mr. Johnson asked if the Authority was willing to replace the office flooring. After discussion, Mr. Hoffman instructed Mr. Johnson to obtain three quotes for flooring replacement for presentation at the next meeting

### **Unfinished Business**

*Turf Maintenance at Pumping Station*: Mr. Johnson presented three bids for turf maintenance at the pumping station. Following discussion, **Mr. Ditzler made a motion to authorize an expenditure not to exceed \$1,000 for turf maintenance with Siebecker Property Management, the contractor who previously provided satisfactory turf management services, Ms. Bowman seconded. Motion carried.**

*Advertise Bids for the Dairy Road / South Christian Street / South Center Street / South Mill Street Projects*: **Ms. Bowman made a motion to authorize Mr. Rights to advertise the Dairy Road / South Christian Street / South Center Street and South Mill Street projects, Ms. Good seconded, and the motion was approved.**

### **ADJOURNMENT:**

With no further business to discuss, Mr. Ditzler made a motion to adjourn the meeting at 8:24 pm.

Respectfully submitted,  
Jonathan Johnson