

PACIFIC CITY JWSA BOARD OF DIRECTORS
BUSINESS MEETING MINUTES

November 14, 2023

Chair Donohue started the Business Meeting in person at KCC and virtually through Microsoft Teams. Chair reviewed rules of conduct, rules read.

Directors Present: (In Person) Tom Donohue, Anne Price, and Kathleen Starostka. (Virtually) Cameron Gogas. Sean Carlton is absent.

Guests Present: Tim Hirsch

Staff Present (In person): John Wesely. Rachelle DeLoe. (Virtually): Jeb Pippenger.

Chair Donohue called to order the monthly business meeting at 5:00 PM

BUSINESS MEETING MINUTES

10/10/2023 Business Meeting Minutes

Motion

Director Price moved to approve the 10/10/2023 Business Meeting Minutes. Director Starostka seconded, and the motion was carried with 4 ayes.

FINANCIAL REPORT

A. Accounts Payable 10/15 and 10/31/2023

Director Gogas had some questions. John Explained purchases.

Motion

Director Price moved to approve the accounts payable for 10/15 and 10/31/2023. Director Starostka seconded, and the motion was carried with 4 ayes.

B. Fiscal Year 23/24

No comments

MANAGERS REPORT

Mr. Wesely gave a summary of the Manager Report.

Discussion ensued about rags and man hours.

Discussion ensued about water line break on Hill St. with boil water notice (22 customers).

Discussion ensued about progress on Rueppell Ave.

UNFINISHED BUSINESS

A. Employee Handbook Harassment Policy

Mr. Wesely explained where he is on this. Also, about where Tom is on the policy he is working on and how the policies will work together. Discussion ensued about Toms policy and the difference between harassment and other issues (bullying, etc).

B. Kiawanda Community Center AV Proposal

Mr. Wesely would like the board to make a final decision on this. Discussion ensued about donation/contribution/effort to offset costs/assisting with purchase of equipment. Rachelle said that the money would come from a misc. funding line item. Discussion ensued about how much to give KCC.

Motion

Director Starostka moved that we provide \$4000 to the Kiawanda Community Center to support the purchase of the Audio-Visual system that we use on a regular basis. Director Gogas seconded the motion. Motioned carried with 4 ayes.

NEW BUSINESS

A. Verizon Cellular Tower Proposal

Mr. Wesely explained the proposal from Smartlink. Discussion ensued about proposal. Board would like John to ask for a special meeting so a representative can come to a meeting so the board to be able to ask questions.

B. STEP System Access Etiquette

Mr. Wesely explained why we needed to address this, at the request of Director Gogas. Discussion ensued about etiquette and challenges with accessing the properties. Discussion ensued about SDC fees on new installations. Mr. Wesely said we will do a better job notifying customers of us being on their property. Secondly, if we use water, we can ask permission, if not giving them a \$5 off their bill to help offset water used.

C. Rueppell Pipeline Project Change Order

Mr. Wesely explained we needed to implement a change order and have the board make a decision on it. Mr. Wesely explained the changes.

Motion

Director Price moved to approve the change order as presented by Mr. Wesely to increase the cost of the project by \$5,933 for a total contract price of \$436,104. Director Starostka seconded, and the motion was carried with 4 ayes.

GUEST QUESTIONS AND COMMENTS

No Comments.

CHAIRMAN/DIRECTOR COMMENTS

Director Gogas asked a question about turbidity. Mr. Wesely explained how we are doing.

Adjourn the meeting at 6:41PM.

The PCJWSA Board of Directors approved these minutes on December 12, 2023, by the following votes:

Aye_____ Nay_____ Abstain_____ Absent_____

ATTEST:

Tom Donohue, Chairman of the Board

John Wesely, Authority Manager