**Milesburg Borough Water Authority Meeting Minutes**
**416 Front Street**
**August 25, 2025**

| Name | Authority Role | Attendance |
|---|---|---|
| Plummer Davidson | Vice-Chairman | Present |
| Ethel Kellerman | Board Member | Present |
| Jon McClure | Board Member | Present |
| Eric Fisher | Board Member | Present |
| Fred Kellerman | Chairman | Present (Phone) |
| Nick Witherite (Certified Water Operator) | Employee | Present |
| Michaela Bressler (Secretary/Treasurer) | Employee | Present |
| Matt Deskevich, HRG Engineer | Consultant | Present |
| Jeff Stover, Esq. | Solicitor | Present |

Guests: Lesa Weaver, Tom Letterman, Barry Campbell, Kirsty Lloyd, and Devon Bechdel

**Pledge of Allegiance**

Plummer Davidson called the meeting to order at 6:30 p.m.

**Visitors**

**Previous Minutes (Motion to Approve)**

Ethel Kellerman moved to approve the minutes of the July 28, 2025, meeting. The motion was seconded by Jon McClure and carried unanimously.

**Treasurer, Budget Reports, and Pay the Bills (Motion to Approve)**

Eric Fisher moved to approve and authorize payment of the bills as presented. The motion was seconded by Ethel Kellerman and carried unanimously.

**Health Insurance Credit:** Michaela Bressler reported that the Authority received a health insurance credit over the past few months due to former employees remaining on the policy in error. The issue has since been corrected.

**Sewer Bill:** Michaela Bressler reported that the Authority received a sewer bill this month related to a tapping application submitted in 2024, along with a $1,000 payment, for the previously proposed building site. As no activity has occurred on the site for over a year, charges have now resumed.

**Verizon (landline):** Michaela Bressler reported that the Authority is under contract with Verizon until 2027. She recently removed an inactive line from the account to reduce future costs.

**AT&T (Cell Phones):** Michaela Bressler reported that she also removed an inactive line from the AT&T account to reduce expenses. Currently, Paula's personal phone number and email address are still linked to the account. As an authorized user, Nick Witherite will need to contact AT&T to remove Paula's information and add Michaela's, ensuring her personal details are no longer associated with the account.

**Old Business:**

**Usage Report:** Nick Witherite reported that water usage for August totaled 250,000 gallons.

**Leak Detection:** Nick Witherite reported that the issue remains ongoing.

**New Tap(s):** None

**Backflow Inspection Program:** None

**Delinquent Accounts:** Michaela Bressler reported on a property where access to the water meter has been obstructed due to overgrown weeds. A letter was sent last month regarding the issue, but it was returned as undeliverable. The property currently has an outstanding balance of just under $300. Jeff Stover recommended contacting Sharon, the Milesburg Borough Tax Collector, to inquire about a more reliable mailing address for the property owner.

**HRG Engineer:** Matt Deskevich reported that he worked with Nick Witherite this month to complete the Consumer Confidence Report Certification of Distribution, which is due to the Department of Environmental Protection (DEP) by September 16, 2025. He also reminded the Authority that the Local Share Account (LSA) Grant application period opens on September 1 and closes on November 1. The Budget Committee will discuss whether to pursue this grant during its meeting on Thursday.

**Sprouts on Turnpike:** Nick Witherite contacted three tree service companies to obtain quotes for spraying vegetation sprouts located between the grass line and sidewalk along Turnpike Street, with the goal of eliminating future growth. The companies contacted were Aikey's Tree Services, Inc., Bartlett Tree Experts, and Cutting Edge.
Jon McClure made a motion to proceed with Cutting Edge, which submitted the lowest bid. Eric Fisher seconded the motion. Motion

**Billing Paper:** Discussion was postponed to the next meeting. The paper company sent blue paper instead of the requested color samples, preventing the Authority from reviewing available options.

**New Business:**

**Resolution 2025-3:** Resolution 2025-3 authorizes the shredding of the items listed in the accompanying documentation.
Ethel Kellerman made a motion to approve Resolution 2025-3. Eric Fisher seconded the motion. Motion carried unanimously.

**Drill Bits:** Devon Bechdel from the Milesburg Borough attended the meeting to present information regarding the purchase of drill bits. The Borough voted at its last meeting to split the cost of the drill bits with the Authority. The total cost is $345, and the purchase includes a replacement guarantee if the bits break.
Eric Fisher made a motion to proceed with the purchase and split the cost evenly between the Authority and the Borough. Jon McClure seconded the motion. Motion carried unanimously.

**CD Discussion:** Michaela Bressler reported that the Authority's current Certificate of Deposit (CD) is earning an interest rate of 0.03%. The bank has offered a new rate of 1.75% on either a CD or a Money Market account. After discussion, the Authority agreed to have Michaela research CD rates at other financial institutions and table the conversation until the next meeting.

**Shredding:** Michaela Bressler reported receiving quotes from two companies for one-time document shredding services. One proposal was significantly higher in cost and was not brought forward. The quote presented was from Shred-it, which offers a minimum charge of $202.66 per pickup and $54.99 per 96-gallon tote.
Eric Fisher recommended tabling the discussion until the next meeting, as he will contact the Centre County Recycling and Refuse Authority to determine whether they accept items for shredding.

**Over-Time Correction Payout:** During the transition to Keystone Payroll, it was discovered that full-time employees who worked over 40 hours per week were compensated at a rate of 1.0 instead of the required 1.5 for overtime. Calculations for 2024 and 2025 indicate that the Authority owes Nick Witherite $6,522.60 and Tammy Witherite (widow of Ed Witherite) $794.63.
Michaela Bressler has engaged the auditors—Fiore, Fedeli, Snyder Carothers, LLP—to investigate any additional corrections before 2024.
Jon McClure made a motion to approve the overtime correction payouts as stated. Eric Fisher seconded the motion. Motion carried unanimously.

**Authority Members entered Executive Session to discuss a legal matter.**

**Adjournment (Motion):** A motion to adjourn the meeting was made by Eric Fisher and seconded by Ethel Kellerman. Motion carried unanimously.

The meeting adjourned at 7:15 p.m.

Submitted by,

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Michaela Bressler
Secretary-Treasurer
Date: 8/26/2025