Milesburg Borough Water Authority Meeting Minutes
416 Front Street
September 22, 2025

Name	Authority Role	Attendance
Plummer Davidson	Vice-Chairman	Present
Ethel Kellerman	Board Member	Absent
Jon McClure	Board Member	Present
Eric Fisher	Board Member	Present
Fred Kellerman	Chairman	Absent
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, Sally Sayers, and Ruth Barndt

Pledge of Allegiance

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

Visitors

Previous Minutes (Motion to Approve)

Eric Fisher moved to approve the minutes of the August 25, 2025, meeting. The motion was seconded by Jon McClure and carried unanimously.

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

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

New Website: Michaela Bressler reported that the new Authority website is live and fully operational.

New Billing Software: Michaela Bressler reported that the new billing software will launch by October 6th, aligning with the upcoming billing cycle. The updated system will support automatic debit, online payments, and in-office credit card transactions.

Mail: The meeting packets included informational materials regarding the upcoming Authorities Symposium and the quarterly Authorities meeting.

Old Business:

Usage Report: Nick Witherite reported that water usage for September totaled 223,000 gallons.

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

New Tap(s): None

Backflow Inspection Program: Michaela Bressler reported that the remaining backflow inspection reports were mailed on September 5th. She has since received completed reports from Eagle Valley Personal Care Home for all three of their locations.

Delinquent Accounts: Michaela Bressler reported that she contacted both Sharon, the local tax collector, and the Centre County Tax Office regarding the property discussed at the previous meeting. Both confirmed that the mailing address on file matches the one already in the Authority's records.

HRG Engineer: Matt Deskevich asked Nick Witherite if he had submitted the required certification form to DEP for the Consumer Confidence Report, which is due by October 1, 2025.
Discussion was held regarding the upcoming LSA Grant, which closes on November 30. The Board considered potential uses for the grant funds and focused on the section from Darrell Street to Serge Street. The conversation included evaluating whether a full replacement of infrastructure in that area would be feasible within the available funding.

CD Discussion: Jon McClure made a motion to invest $125,000.00 in a 13-month long-term CD at Arise Federal Credit Union at an interest rate of 4.5%. The motion also included opening a short-term CD at Kish Bank for 5 months at an interest rate of 4.1% for the remaining amount. The motion was seconded by Eric Fisher and carried unanimously.

New Business:

Billing Niagara: Nick Witherite expressed concern that Water Authority customers are currently covering the cost of his time spent shutting off pumps for Niagara. Jeff Stover recommended sending a formal letter to Niagara stating that the Authority will begin billing for this service.

Eric Fisher made a motion to proceed with billing Niagara for pump shut-off services. The motion was seconded by Jon McClure and carried unanimously. Jeff Stover will prepare and send the letter.

SPL Water Sampling Testing: Table for next meeting

Grant Application Fee: Jon McClure made a motion to have HRG prepare the LSA grant application for the infrastructure project spanning Darrell Street to Serge Street, for $3,400.00. The motion was seconded by Eric Fisher and carried unanimously.

Shredder: Jon McClure made a motion for the Authority to pay half the cost of a new shredder, with the remaining half to be covered by the Borough. The motion was seconded by Eric Fisher and carried unanimously.

Personnel Policy: Michaela Bressler reported that the current personnel policy contains multiple references to a "manager," a position that does not exist within the Authority. She recommended revising the policy to reflect the current organizational structure. Jon McClure suggested that the Personnel Committee convene to review and update the policy accordingly.

Resolution 2025-4: Michaela Bressler reported that Resolution 2025-4 pertains to the Authority's Pension Plan. Jon McClure made a motion to approve the resolution, which was seconded by Plummer Davidson and carried unanimously.

Adjournment (Motion): A motion to adjourn the meeting was made by Plummer Davison and seconded by Jon McClure. Motion carried unanimously.

The meeting adjourned at 7:12 p.m.

Submitted by,

_____
Michaela Bressler
Secretary-Treasurer
Date: 9/23/2025