June Woodard, Chairperson – Present	Rosalie Lehman – Bryan, Vice Chair – Present	Jeremy Freeman – Present	Nick Cook – Present	Austin Welch – Present

Members of the public present: Scott Knickerbocker, Tom Shaw, Cyrus Padgett, Pat Kunz, Eugene Shaffer

Austin Welch arrived late at 6:11PM.

Call to Order/Pledge of Allegiance

Meeting called to order by Chairperson June Woodard at 6:00PM.
Pledge of Allegiance led by Chairperson June Woodard.

Public Comments on Agenda

No Public Comments on the Agenda

Approve Minutes

Chairperson June Woodard asked for a motion to approve the Meeting Minutes from April 2, 2026.

A Motion was made by Jeremy Freeman to approve the Meeting Minutes of April 2, 2026. **Seconded** by Nick Cook. **A.I.F. Motion Carried.**

Old Business

Resolution to join PIRMA

Chairperson June Woodard asked for a motion for the Authority to pass the resolution to officially join Pennsylvania Intergovernmental Risk Management Association.

A Motion was made by Rosalie Lehman – Bryan to pass the Resolution to join PIRMA. **Seconded** by Jeremy Freeman.

A Roll Call Vote was taken: Nick Cook: Yes, June Woodard: Yes, Jeremy Freeman: Yes, Rosalie Lehman – Bryan: Yes. **AIF Motion Carried.**
This vote was taken before Austin Welch arrived.

Approve Bond Counsel

The Authority had to acquire bond counsel to assist in the settlement of the PennVEST loan. Jeremy Freeman questioned the fee amount of $17,500.00 that would be due to Eckert Seamans, that amount will come out of the PennVEST loan. Jeremy Freeman then asked where we found

Eckert Seamans, the firm was recommended by the Authority's solicitor to handle the PennVEST bond at the beginning of the year.

A Motion was made by Jeremy Freeman to accept and approve the engagement letter with Eckert Seamens. **Seconded** by Rosalie Lehman – Bryan.

A Roll Call Vote was taken: Jeremy Freeman: Yes, Rosalie Lehman – Bryan: Yes, Nick Cook: Yes, June Woodard: Yes. **AIF Motion Carried.**
This vote was taken before Austin Welch arrived.

PennVEST Meeting Update:

The PennVEST Meeting was discussed. PennVEST wanted a taxing guarantee from the Authority to back the loan, the Authority does not have that and now PennVEST wants a lot of assurances and resolutions from the Borough and the Authority.

Resolution to Reimburse Authority's Funds.

June Woodard Chairperson, asked for a motion to approve the resolution declaring the Authority's intent to reimburse any short – term borrowed funds used for the improvements of the sewer system, with funds received from the Pennsylvania Infrastructure Investment Authority (PennVEST).

A Motion was made by Jeremy Freeman to accept the resolution to reimburse PennVEST. **Seconded** by Nick Cook.

A Roll Call Vote was taken: Nick Cook: Yes, Jeremy Freeman: Yes, Rosalie Lehman – Bryan: Yes, June Woodard: Yes. **AIF Motion Carried.**
This vote was taken before Austin Welch arrived.

June Woodard, Chairperson asked for a motion to accept the resolution to authorize the issuance of a guaranteed sewer revenue note.

A motion was made by Rosalie Lehman – Bryan to accept the resolution. **Seconded** by Jeremy Freeman.

A Roll Call Vote was taken: Nick Cook: Yes, Rosalie Lehman – Bryan: Yes, Jeremy Freeman: Yes, June Woodard: Yes, Austin Welch: Yes. **AIF Motion Carried**.

Jonathan Cox, the attorney from Eckert Seamans, who has been working with the Authority to help with the PennVEST requirements sent out some resolutions after the agenda had been posted. June Woodard, Chairperson asked for a motion to add to the agenda.

A Motion was made by Rosalie Lehman – Bryan to add accepting the Account Security Agreement and First Modification to loan 74134 and Account Security Agreement and First Modification to loan 74134 to the agenda. **Seconded** by Jeremy Freeman.

A Roll Call Vote was taken: Austin Welch: Yes, Rosalie Lehman – Bryan: Yes, Nick Cook: Yes, Jeremy Freeman: Yes, June Woodard: Yes. **AIF Motion Carried.**

June Woodard Chairperson asked for a motion to accept Account Security Agreement for Loan 74134.

A Motion was made by Jeremy Freeman to accept the Account Security Agreement for Loan 74134. **Seconded** by Austin Welch.

A Roll Call Vote was taken: Jeremy Freeman: Yes, Austin Welch: Yes, Nick Cook: Yes, Rosalie Lehman – Bryan: Yes, June Woodard: Yes. **AIF Motion Carried.**

June Woodard, Chairperson asked for a motion to accept the First Modification to Loan 74134.

A Motion was made by Jeremy Freeman to accept the First Modification to Loan 74134. **Seconded** by Rosalie Lehman – Bryan.

A Roll Call Vote was taken: Austin Welch: Yes, Rosalie Lehman – Bryan: Yes, June Woodard: Yes, Nick Cook: Yes, Jeremy Freeman: Yes. **AIF Motion Carried.**

Chairperson June Woodard asked for a motion to accept the Account Security Agreement for Loan 74115.

A Motion was made by Rosalie Lehman – Bryan to accept the Account Security Agreement for Loan 74115. **Seconded** by Nick Cook.

A Roll Call Vote was taken: Jeremy Freeman: Yes, Austin Welch: Yes, Rosalie Lehman – Bryan: Yes, Nick Cook: Yes, June Woodard: Yes. **AIF Motion Carried.**

Chairperson June Woodard asked for a motion to accept the First Modification to the Loan 74115.

A Motion was made by Jeremy Freeman to accept the First Modification to Loan 74115. **Seconded** by Rosalie Lehman – Bryan.

A Roll Call Vote was taken: Rosalie Lehman – Bryan: Yes, Austin Welch: Yes, Nick Cook: Yes, June Woodard: Yes, Jeremy Freeman: Yes. **AIF Motion Carried.**

Recommendation to Pay ACE

LaBella Engineering sent a recommendation to pay American Contracting and Environmental Services, Inc. (ACE) $190,344.90. This amount includes a 5% retainage for last minute punch items. During the discussion that centered around making this payment, Nick Cook asked about the voltage issue at Barney Hill Pump Station. June Woodard replied that it was an issue with the electric company and the electric company had a work order to check it out. Jeremy Freeman stated that an extra percentage should be held back from the payment until the voltage issue is completely fixed. June Woodard, Chairperson asked for a motion to approve the payment request and pay ACE.

A Motion was made by Rosalie Lehman – Bryan to pay ACE, with the stipulation that an extra 10% be held back from the payment of line item PCO-001. The amount of money held back would be $4,788.30 and the amount paid to ACE would be $180,566.10, until the electrical voltage issue at Barney Hill Pump Station was completely rectified. **Seconded** by Jeremy Freeman.

A Roll Call Vote was taken: Rosalie Lehman – Bryan: Yes, Nick Cook: Yes, Jeremy Freeman: Yes, Austin Welch: Yes, June Woodard: Yes. **AIF Motion Carried**.

Soliciator

There was a discussion about the status of the Authority's Soliciator. Austin Welch maintains that the Authority only has a solicitor to handle the PennVEST material. June Woodard stated that no, the Authority's Solicitor was employed to handle all the legal issues the Authority has. The argument continued for some time with no substantive outcome. The Authority's Solicitor is J. Michael Wiley of McCormick Law Firm.

Rate Study Update.

All of the documents for the Rate Study have been submitted to RCap. There is no further update, except that the lady in charge of the Rate Study has been out of office traveling and will be getting back to the office by the next week and will get into the study then. Austin Welch then had to ask why the Authority was doing the Rate Study, and he did not like the answer that PennVEST required one be done.

New Business

Communications
Proposed Amendment to LaBella Service Agreement

LaBella sent a letter asking for $15,000.00 more in fees because there is unexpected work that needs to be completed for the WWTP to satisfy PennVEST. June Woodard Chairperson asked for a motion to accept the additional fees to be paid to LaBella.

A Motion was made by Rosalie Lehman – Bryan to accept the proposed amendment to the existing Professional Service Agreement and to pay the extra $15,000.00. **Seconded** by Jeremy Freeman.

A Roll Call Vote was taken: Nick Cook: Yes, Jeremy Freeman: Yes, Rosalie Lehman – Bryan: Yes, June Woodard: Yes, Austin Welch: No. **Motion Carried**.

As this point Jeremy Freeman reported that for the month of April 2026 the Authority produced 3.7 million gallons of water and only billed for 2.3 million gallons of water. Sewer lines had been repaired at 111 West Highland Ave. and 114 High St. 40 out of 110 meters that were not reading had been repaired or replaced. A tank had been opened and a new one installed, a sand filter had been opened and a second one installed and a representative from the company will be coming out to instruct on how to use it properly. There is an air compressor down, they are talking to Quincy about it. They are looking into the cost of fixing Parallel Street and North Buffalo. On May 12 and 13 they will be working to fix the water pressure at 633 West Main Street. They are also looking into projects to repair the hydrants. This was all somewhat out of order.

At this point the Authority had to recess for the Elkland Borough Council to hold a Special Meeting.

A Motion was made by Jeremy Freeman for the Authority to recess until 7:30PM. If the Council was still in session at 7:30, then the Authority would be adjourned. **Seconded** by Rosalie Lehman – Bryan. **Motion Carried**.

The Meeting recessed at 7:02PM and resumed at 7:19Pm.

Committee Reports
Finances

Hemlock Reports

The Authority looked over the financial reports provided by Hemlock Services. Austin Welch asked again why the reports were from Hemlock and not the Treasure. Rosalie Lehman – Brayn told him that Hemlock was the Accounts Payable and they ran the bills. Then Austin Welch had to comment that a lot of money was being paid to the Borough. Jeremy Freeman stated that he would like a better description of the bills in the reports. Chairperson June Woodard asked for a motion to accept the reports.

A Motion was made by Jeremy Freeman to pay the bills. **Seconded** by Rosalie Lehman – Bryan.

A Roll Call Vote was taken: Nick Cook: Yes, Jeremy Freeman: Yes, Austin Welch: No, Rosalie Lehman – Bryan: Yes, June Woodard: Yes. **Motion Carried**.
Austin Welch stated that he was voting no until he saw the agreement.

Emergency Planning

The Authority quickly went over the Hazard Mitigation Update.

Personnel

Right To Know Officer

Austin Welch is unhappy with the Authority's Right to Know Officer and would like her removed. A motion was made by Austin Welch to start looking for a new Right to Know Officer. The motion was not seconded. The discussion went on for quite some time.

A Motion was made by Jeremy Freeman to gather more details on the issue and then have the Personnel Committee look into it. **Seconded** by Rosalie Lehman – Bryan.

A Roll Call Vote was taken: Nick Cook: Yes, Rosalie Lehman – Bryan: Yes, Austin Welch: No, Jeremy Freeman: Yes, June Woodard: Yes. **Motion Carried**.

HSA Card

The Authority cannot give its full-time employees HSA Cards, as one of the requirements for HSA Cards is that the person receiving one already has high-deductible insurance. Jeremy Freeman will investigate the insurances he learned about during his municipal training.

DEP/Water/Sewer/Engineering

No Report

Current Projects & Consent Order

Consent Order Project Update

The Authority discussed the report on the meetings that happened during April. Jeremy Freeman would like the reports to be signed.

Property Acquisition

Appraisal Update

The Authority looked over the appraisal submitted by Dean Appraisals. They then discussed how much of the property they wanted to purchase. The sales agreement can be drawn up by a lawyer.

A Motion was made by Jeremy Freeman that for the Authority's first proposal the Authority would like to purchase land to the creek bed, with the understanding that a right of way will be provided. **Seconded** by Nick Cook.

A Roll Call Vote was taken: Rosalie Lehman – Bryan: Yes, Austin Welch: Yes, Nick Cook: Yes, Jeremy Freeman: Yes, June Woddard: Yes. **AIF Motion Carried**.

Governance/Media

Facebook Page

The Authority read the update on the Facebook page. It is open and the profile picture is the new Authority logo.

Policies the Authority needs

The Authority read the list of policies that the office personnel has determined though issues arising in the office that are needed.

New Grant:

No Report

EDU Allotment

Nick Cook has been contacting other Municipalities to inquire about how they move and assign EDUS.

Vendor Contracts

No Report

Strategic Five-Year Plan

Austin Welch stated that the most important thing was to get Parrell Street done.

Equipment

No Report

Public Comments

Pat Knuz, the Elkland Borough Council Secretary and Right to Know Officer, stated that doing the Right to Know work is very time-consuming. She had received six requests from Austin Welch earlier that day and that was a full week's worth of work. Doing that work takes away

from her other work. At this point she was very rudely cut off by Austin Welch. He would not allow her to continue speaking. She was not close to her three-minute speaking limit.

Chairperson June Woodard asked for a motion to adjourn.

A Motion to adjourn was made by Rosalie Lehman – Bryan. Seconded by Jeremy Freeman. AIF Motion Carried.

Meeting Adjourned at 8:32PM.

Respectfully Submitted,

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Amanda Fuhrer Secretary/Treasurer
Elkland Borough Authority

June Woodard, Chairperson – Present	Rosalie Lehman – Bryan, Vice – Chairperson: Present	Jeremy Freeman: Present
Nick Cook – Present	Austin Welch – Present	

Members of the Public in Attendance: Cindy Blend, Suellen Swartwood, Donna Blend, Scott Knickbocker, Keria Hackett

Meeting called to order by Chairperson June Woodard at 6:00PM.

Chairperson June Woodard led the Pledge of Allegiance

Approve the Minutes from May 7, 2026

Jeremy Freeman stated that there was a mistake on page four of the Minutes, the amount of money withheld for item 110 is $4,788.30, the new retainage should be $180,566.10. On page five there were 3.7 million gallons of water produced.

Austin Welch stated that on page four the discussion on the solicitor was still incorrect, and he wants to amend the January 8, 2026, Minutes to reflect that Attorney Wiley is only the Authority's solicitor for PennVEST. Austin Welch made a motion to maintain Wiley only for PennVEST. No Second was made and the motion rested.

A Motion was made by Rosalie Lehman – Bryan to accept the May 7, 2026, Minutes with Jeremy Freema's amendments. **Seconded** by Nick Cook. **Motion Carried**.

Fireproof Storage

The options for bigger fireproof storage were presented. It was decided to look for larger options, so the Authority is not purchasing storge again in a few years.

When the secretary drew up the agenda the Public Comments on the Agenda section was omitted.

Suellen Swartwood stated that she was having issues with her water at Forestview Manor. June Woodard, Chairperson stated that the Authority cannot go into the building until all the proper channels had been gone though and that Tioga Housing Authority oversees the Manor. Austin Welch stated that they should be flushing the hydrants near the Manor more often and that some of the water bills accrued because of the flushing should be forgiven. June Woodard stated that the Authority needs to have a representative there. Jeremy Freeman stated that Cyrus Padgett and Cliff, the maintenance person at the Manor, should get together and work something out. Rosalie Lehman – Bryan stated that the Wapti should be checked as well.

The DPW Emergency Call – Procedure was presented.

The January 8, 2026, Minutes were passed over as Austin welch had already stated his position.

Letter from the DEP was discussed, the Chapter 94 Report was submitted and appears to be complete and accurate.

Invoice from Elkland Family Dental

Elkland Family Dental sent an invoice for sewer back up that was incurred due to the sewer backup that occurred in early April. The invoice was accompanied by an email that stated the approximate lost revenue for the afternoon. The Authority's attorney Mike Wiley recommended that Authority send a letter to the dental practice stating that the Authority is not responsible for any other charges other than the sewer back up and would only pay the invoice. This sentiment was echoed by Jeremy Freeman.

A motion was made by Jeremy Freeman to pay the invoice for Elkland Family Dental's sewer issue, pending the owner of the practice sign a letter acknowledging that the Authority is only responsible for the sewer backup issues and will only pay that invoice for $510.00. The Authority is not responsible for the lost revenue or any other charges. **Seconded** by Rosalie Lehman – Bryan.

A Roll Call Vote was taken: Rosalie Lehman – Bryan: Yes, Jeremy Freeman: Yes, Austin Welch: Yes, Nick Cook: Yes, June Woodard: Yes. **AIF Motion Carried**.

An email was received from Patrick Crawley stating that all sludge that is removed must be tested either in house or sent to an external lab. This is a DEP requirement.

PACE Labs

A Motion was made by Austin Welch to add the PACE Labs issue to the agenda. **Seconded** by Jeremy Freeman. **AIF Motion Carried**.

The Authority had voted previously to request a refund from PACE Labs due to their negligence. PACE Labs sent an email stating that refunds can be arduous to get and stating that they would give credit if the Authority would return to using them.

A motion was made by Austin Welch to send PACE Labs another letter reiterating that the Authority wants a refund and that the Authority is willing to wait and go through the C – Suite approval process. **Seconded** by Jeremy Freeman. **AIF Motion Carried**

Hemlock Reports

During the review of the Hemlock Signature Services reports Austin Welch became contentious. He started off by saying, "Let's start there. By law there must be a treasurer's report from our treasurer." Mr. Welch believes that it is a waste of money to pay two people to do the same job. He also stated that Stephine Jacobson – English, the proprietor of Hemlock Services had no scope of work. Mr. Welch maintains that the Authority needs to hire a new treasurer, June Woodard, Chairperson, stated that that issue would need to go to the Personnel Committee. Austin Welch stated that no it had to be done at the table. Somehow this exchange devolved into

having an argument about whether there was a Service Agreement with the Elkland Borough. Some members of the Authority want to see all the bills before they are paid. Members of the Authority questioned what the bill from Mirabito Energy was, there were some questions as to whether that bill was the Authority's bill. This argument lasted far too long with the result that not much was completed.

A motion was made by Jeremy Freeman to accept the Hemlock Reports and the paid bills, except for the bill that was paid to Mirabito Energy. **Seconded** by Rosalie Lehman – Bryan.

A Roll Call Vote was taken: Nick Cook: Yes, Rosalie Lehman – Bryan: Yes, Austin Welch: No, Jeremy Freeman: Yes, June Woodard: Yes. **Motion Carried.**

A Motion was made by Nick Cook for the vendors to be contacted and the due dates on all of the bills to be changed to the 15th of each month, so none of the bills would be paid until they came to the table. **Seconded** by Jeremy Freeman.

A Roll Call Vote was taken: Rosalie Lehman – Bryan: Yes, Austin Welch: Yes, Nick Cook: Yes, Jeremy Freeman: Yes, June Woodard: Yes. **AIF Motion Carried.**

Payments from the Elkland Borough Council were discussed.

Committee Reports

The update on the Consent Order was discussed.

Equipment

Jeremy Freeman discussed the equipment he had been looking into. He stated that he has been looking into a truck though Kightlinger Motor's, that would cost $48,700.00 though COSTARTS. The truck has an eight-foot box and regular cab. He discussed an excavator he found for $63,000.00. It was decided it would be less expensive to rent one as needed. Mr. Freeman discussed a trailer for $11,000.00. Mr. Freeman then discussed sand filter parts. He had a quote from Parkson, the freight is $3,000.00, no matter how many parts are ordered.

A Motion was made by Jeremy Freeman to order three Airlift Pumps at $1,790.00 each, for a total cost of about $8501.00. **Seconded** by Austin Welch.

A Roll Call Vote was taken: Rosalie Lehman – Bryan: Yes, Nick Cook: Yes, Jeremy Freeman: Yes, Austin Welch: Yes, June Woodard: Yes. **AIF Motion Carried.**

Personnel/Training

Jeremy Freeman gave a report on water usage, it is at 2.447 million gallons, flushing the hydrants accounts for some of that usage. Sewer flows are at 500,000 gallons. Water infiltration in the sewer plant is down to 120,000 gallons per day.

A Motion was made by Jeremy Freeman to add Parrel St. to the agenda. **Seconded** by Austin Welch. **AIF Motion Carried**, put in the DEP Committee section.

PPE for Authority Workers

The Authority workers need reflective clothing. There was discussion about what articles of clothing to get the workers. It was decided that they should each have four reflective vests, four sweatshirts/hoodies, and five to eight t – shirts. It was also decided that as clothing was in the budget, it did not need to be voted on again.

On Call Emergency Person

Jeremy Freeman and Rosalie Lehman – Bryan both consented to be the Authority's emergency weekend numbers.

Part – Time Employee

Jeremy Freeman stated that Cyrus Padgett wanted a second full-time employee at $25.00. The question was raised, how much does the Authority have to spend on another employee.

Emergency Planning

The Emergency Planning reports were discussed. The meeting of the Tioga County Advisory Committee was discussed. The Elkland Borough Authority needs to submit Project Opportunity Letters, for the 2027 Renewal Cycle. Some projects that could be submitted were discussed.

Property Acquisition

Executive Session for legal reasons 8:40PM to 8:55PM.

A Motion was made by Jeremy Freeman to purchase property from James and Kathy Morgan and to sign the purchase agreement as written. **Seconded** by Nick Cook.

A Roll Call Vote was taken: Rosalie Lehman – Bryan: Yes, Nick Cook: Yes, Austin Welch: No, Jeremy Freeman: Yes. **Motion Carried**.

A Motion was made by Rosalie Lehman – Bryan for Nick Cook to be the signer on the Purchase Agreement for Property. **Seconded** by Jeremy Freeman.

A Roll Call Vote was taken: Rosalie Lehman – Bryan: Yes, Jeremy Freeman: Yes, Nick Cook: Yes, Austin Welch: Yes, June Woodard: Yes. **AIF Motion Carried**.

A Motion was made by Jeremy Freeman to contact a surveyor to do survey and subdivision, if the price for the surveyor is more than $3,000.00, come back to the table. **Seconded** by Rosalie Lehman – Bryan.

A Roll Call Vote was taken: Nick Cook: Yes, Austin Welch: Yes, Rosalie Lehman – Bryan: Yes, Jeremy Freeman: Yes, June Woodard: Yes. **AIF Motion Carried.**

EDU, Etc.

No Report

Five Year Plan

No Report

DEP/Water/Sewer

Jeremy Freeman is going to meet with Brad Upson to determine what the sludge levels are supposed to be at the sewer plant. At the moment the issue is in a grey area, as the specifications state that the sludge must be below or at three feet below the aerator floats. It must go on the Five-Year Plan.

Jeremy Freeman presented a proposal from Dan Clarke and Cyruss Padgett on Parrell Street. The idea presented was to put in a lift station. The Authority will need a right of way from the Elkland Borough. The lift station would not interfere with Baker Ave; there will be a manhole that can be driven over or will be on the side of the road. The plans will be approved by DEP prior to commencing with the plan.

A Motion was made by Jeremy Freeman to start the Parrel Street project, by requesting a right of way from Elkland Borough for the Lift Station, that will be out of the roadway or be a manhole that is drivable. **Seconded** by Nick Cook.

Austin Welch, who was very disgruntled at seemingly everything that had been happening in the meeting got up and left the meeting at 9:33PM.

A Roll Call Vote was taken: Rosalie Lehman – Bryan: Yes, Jeremy Freeman: Yes, Nick Cook: Yes, June Woodard: Yes. **AIF Motion Carried.**

New Grants:

No Report

Resolutions:

No Report

Governance/Media

Returned Check Policy was discussed.

A Motion was made by Nick Cook to accept the Returned Check Policy with the amendment that it be two returned checks in a 12 Month Period. **Seconded** by Jeremy Freeman

A Roll Call Vote was taken: Rosalie Lehman – Bryan: Yes, Nick Cook: Yes, Jeremy Freeman: Yes, June Woodard: Yes, **AIF Motion Carried.**

June Woodard, Chairperson asked for a Motion to Adjourn

A Motion was made by Rosalie Lehman – Bryan to adjourn the meeting. **Seconded** by Nick Cook. **AIF Motion Carried.**

Meeting Adjourned at 9:49PM

Respectfully Submitted,

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Amanda Fuhrer, Secretary/Treasurer
Elkland Borough Authority

Elkland Borough Authority Regular Meeting Minutes
July 2, 2026

June Woodard, Chairperson: Present
Rosalie Lehman – Bryan, Vice – Chairperson: Present
Jeremy Freeman: Present
Nicholas Cook: Present
Austin Welch: Absent

Members of the public in attendance: Clayton Fuhrer, Scott Knickerbocker, Cyrus Padgett, Tom Shaw, Donna Blend

Meeting called to order by Chairperson June Woodard at 6:02PM.
Pledge of Allegiance led by Chairperson June Woodard
Executive Session – Legal: 6:02Pm – 6:05PM

Public Comments on Agenda: Cyrus Padgett stated that he would like more discussion on 2026 Sewer Rehabilitation Grant, he believed there were more important items to use the money for than manholes.

There were many items on the agenda for this meeting that got tabled for the meeting to be held in August 2026; these items are not listed individually.

A Motion was made by Rosalie Lehman – Bryan to accept the Minutes from June 4, 2026, with the correction of the word "freight". **Seconded** by Nick Cook **AIF Motion Carried**

The Authority then went over the Secretary's Letter. The meter at Westlake cannot be changed until after the construction is finished at the Sewer Plant, because the Operator is too busy with the construction to change the meter. There will be a new water line run at the Sewer Plant, and the old line will be taken out of commission to fix the leak. There has been no communication from the DEP person regarding the DEP Outreach Program. The Authority needs to create an account with Dell in order to get the computers ordered. Jeremy Freeman will work with Cassie Campbell to accomplish this. There was some discussion about getting health insurance for the two full-time employees. It was decided that the employees in question would receive a monthly stipend intended for their insurance needs.

A Motion was made by Nick Cook to begin paying the full – time employees a $600.00 monthly stipend, to be in the first paycheck of each month. The stipend would be retroactive to the first paycheck of March 2026. **Seconded** by Rosalie Lehman – Bryan.

A Roll Call Vote was taken: Jeremy Freeman: Yes, Nick Cook: Yes, Rosalie Lehman – Bryan: Yes, June Woodard: Yes. **AIF Motion Carried.**

The RCap rate study is still ongoing.

It was stipulated by PennVEST that the Authority have its Articles of Incorporation extended for another 50 years.

A Motion was made by Rosalie Lehman – Bryan that the proper procedure be followed and the Articles of Incorporation be extended for another 50 years. **Seconded** by Jeremy Freeman.

A Roll Call Vote was taken: Rosalie Lehman – Bryan: Yes, Nick Cook: Yes, Jeremy Freeman: Yes, June Woodard: Yes. **AIF Motion Carried.**

PennVEST required a lease of the Sewer Plant property between the Elkland Borough Council and Elkland Borough Authority.

A Motion was made by Jeremy Freeman to accept and sign "Land Lease and Right of Way Agreement" to be filed at Tioga County Courthouse. **Seconded** by Rosalie Lehman – Bryan.

A Roll Call Vote was taken: Rosalie Lehman – Bryan: Yes, Nick Cook: Yes, Jeremy Freeman: Yes, June Woodard: Yes. **AIF Motion Carried.**

The sludge at the Sewer Plant needs to be removed, the Authority needs to find money to accomplish this task.

A Motion was made by Jeremy Freeman to look at the $500,000.00 Small Project Loan and to earmark any money from that loan for sludge removal and if there is anything left from the loan, it is to be used towards the engineering work on Parallel St. **Seconded** by Rosalie Lehman - Bryan.

A Roll Call Vote was taken: Nick Cook: Yes, Jeremy Freeman: Yes, Rosalie Lehman- Bryan: Yes, June Woodard: Yes. **AIF Motion Carried.**

The Authority needs to send its recommendation to the Council for the use of the remaining funds from the 2026 Sewer Rehabilitation Grant.

A Motion was made by Nick Cook to recommend to the Elkland Borough Council that they use the remaining money from the 2026 Sewer Rehabilitation Grant for Slip Linning. **Seconded** by Jeremy Freeman.

A Roll Call Vote was taken: Rosalie Lehman – Bryan: Yes, Nick Cook: Yes, Jeremy Freeman: Yes, June Woodard: Yes. **AIF Motion Carried.**

There were more options for fireproof storage for the Minute Books brought to the table.

A Motion was made by Nick Cook to purchase the Tigerking 11.5 Cubic Feet Extra Large fireproof safe, with the verification that the fireproof time range complies with Pennsylvania law. **Seconded** by Rosalie Lehman – Bryan.

A Roll Call Vote Was taken: Jermy Freeman: Yes, Rosalie Lehman - Bryan: Yes, Nick Cook: Yes, June Woodard: Yes. **AIF Motion Carried.**

Members of the Authority would like to better understand the debt that is owed to the Authority from the Elkland Borough Council.

A Motion was made by Jeremy Freeman to request the original balance owed to the Authority from the Council with itemized line-item payments shown. Money transferred from sewer and water accounts must be clarified. **Seconded** by Nick Cook. **AIF Motion Carried.**

The discussion about when to pay the operating bills is still ongoing.

A Motion was made by Nick Cook stating that the gas and electricity bills may be paid prior to the meeting. The credit card as well providing that there is documentation showing that an attempt was made to change the due date. **Seconded** by Jerremy Freeman.

A Roll Call Vote was taken: Rosalie Lehman – Bryan: Yes, Nick Cook: Yes, Jeremy Freeman: Yes, June Woodard: Yes. **AIF Motion Carried.**

A Motion was made by Nick Cook to pay the monthly bills for June 2026. **Seconded** by Rosalie Lehman – Bryan. **AIF Motion Carried.**

The office personnel of the Authority had proposed that a Predated check policy be adopted.

A Motion was made by Nick Cook stating that the Elkland Borough Authority is not responsible for any fees accrued by a resident for issuing a predated check. **Seconded** by Rosalie Lehman - Bryan. **AIF Motion Carried.**

The voltage issue at Barney Hill was found to be a preexisting issue with the pumps. It was requested that remaining retainage be paid.

A Motion was made by Jeremy Freeman to pay the contractor's Pay Application dated June 30, 2026, in the amount of $424,404.94. **Seconded** by Rosalie Lehman – Bryan.

A Roll Call Vote was taken: Jeremy Freeman: Yes, Rosalie Lehman – Bryan: Yes, Nick Cook: Yes, June Woodard: Yes. **AIF Motion Carried.**

The Authority needs more help to accomplish all its field service-related obligations, no progress has been made to rectify the issue.

The Authority needs a settlement company to settle the purchase of the property the Water Plant is on.

A Motion was made by Nick Cook to use Serve You Settlement for closing on the property purchase. **Seconded** by Rosalie Lehman -Bryan. **AIF Motion Carried.**

Nick Cook had provided a form to return EDUs.

A Motion was made by Nick Cook for the Authority to adopt the proposed "Request to Return/Relinquish Water/Sewer Form.1" for purposes of EDU return requests. **Seconded** by Jeremy Freeman. **AIF Motion Carried**.

Cadmus is a free service though the EPA that could be used for work that needs to be done at the Water Plant after the purchase is completed.

A Motion was Made by Jeremy Freeman to use the Cadmus service for pre – engineering at the water facilities, with the stipulation that the engineer used for the pre – engineering does not have to be the engineer who completes the project. **Seconded** by Nick Cook.

A Roll Call Vote was taken: Rosalie Lehman – Bryan: Yes, Nick Cook: Yes, Jeremy Freeman: Yes, June Woodard: Yes. **AIF Motion Carried**.

A Motion was made by Jeremy Freeman to add equipment to the agenda. **Seconded** by Rosalie Lehman -Bryan. **AIF Motion Carried**.

Various items we presented to be bought or leased; the topic was added to the topics that needed to be discussed at special meeting. The Special Meeting will also cover the JHA Companies proposal.

During Public Comments June Woodard announced that the Drinking Water Notices, relating to the manganese issue that had just been announced that day, would be handed out on Friday morning and the issue with the manganese was a Tier One Warning which meant it only affected persons who are six months of age or younger.

A Motion to adjourn was made by Rosalie Lehman – Bryan, **Seconded** Nick Cook. **AIF Motion Carried**

Meeting Adjourned at 9:45PM

Respectfully Submitted,

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Amanda Fuhrer, Secretary/Treasurer
Elkland Borough Authority