

# Elkland Borough Authority Special Meeting Minutes

June Woodard, Chairperson - Present	
Mike Arnold, Vice – Chairperson – Present	Austin Welch – Present
Judith Farman - Present	Jeremy Freeman – Present
James Farman – Present	

Members of the Public in Attendance: Clayton Fuhrer, Glenda Marzo – Burton, Donna Blend

Austin Welch did not vote on any motions.

1. **Call To Order:** 6:00 PM by Chairperson June Woodard
2. **Pledge of Allegiance**
3. **Public Comments on the Agenda**
4. **Executive Session for legal and personal reasons**

Session held from 6:00Pm - 6:26Pm. Austin Welch came in during the session and joined the discussion a few minutes late.

5. **New Business**
  - a. **Call in Resolution**

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Chairperson June Woodard read out the proposed Call In Resolution:

“Members of the Elkland Borough Authority may be present at meetings via phone call if the individual member can demonstrate proper cause for necessitating the call in prior to the meeting. There must be a quorum of members attending the meeting in person for the meeting to commence. The member on the call-in must be heard by the public attending the meeting and must be able to hear all discussions from the other members of the Authority as well as members of the public.

Proper case can include employment related travel. Personal or family illness or injury. Change of life events for the individual or immediate family that require travel. Previously planned vacations.”

Austin Welch raised a question about including previously planned vacations in the proper cause session. Chairperson June Woodard asked for a motion to approve the resolution pending approval from the lawyer.

**A Motion** was made by James Farman and **seconded** by Judith Farman to accept the Call In Resolution pending review from the Authority’s Attorney.

**A Roll Call Vote** was taken votes as follows: James Farman: Yes, Mike Arnold: Yes, Judith Farman: Yes, June Woodard: Yes, Jeremy Freeman: Yes. **AIF Motion Carried**

## **b. Resolution Affirming Meeting Minutes**

Chairperson June Woodard read out the proposed resolution to affirm previous meeting minutes:

“The Members of the Elkland Borough Authority duly affirm the Minutes of the Elkland Borough Authority Meetings as follows: Regular Monthly Meeting July 3, 2025. Regular Monthly Meeting August 7, 2025. Special Meeting August 12, 2025. Regular Monthly Meeting September 4, 2025. Special Meeting September 10, 2025.”

Chairperson June Woodard asked for a motion to pass the resolution.

**A Motion** was made by James Farman to accept the Resolution Affirming Meeting Minutes. **Seconded** by Judith Farman.

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**A Roll Call Vote** was taken, votes as follows: Judith Farman: Yes, June Woodard: Yes, Mike Arnold: Yes, James Farman: Yes, Jeremy Freeman: Yes. **Motion Carried**

## c. Open a Water Checking Account

June Woodard asked for a motion to open a water checking account in the Authority's name.

**A motion** was made by James Farman and **seconded** by Mike Arnold to open a water checking account in the Authority's name.

**A Roll Call** vote was taken, votes as follows: Mike Arnold: Yes, Jeremy Freeman: Yes, June Woodard: Yes, James Farman: Yes, Judith Farman: Yes. **AIF Motion Carried**

## d. Open a Sewer Checking Account

Chairperson June Woodard asked for a motion to open a Sewer Checking Account in the Authority's name.

**A motion** was made by Mike Arnold and **seconded** by James Farman to open a Sewer Checking Account in the Authority's name.

**A Roll Call Vote** was taken votes as follows: June Woodard: Yes, Judith Farman: Yes, Mike Arnold: Yes, James Farman: Yes, Jeremy Freeman: Yes. **AIF Motion Carried**

## e. Open a Water Credit Card

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Chairperson June Woodard asked for a motion to open a water credit card in the Authority's name.

**A motion** was made by James Farman and **seconded** by Judith Farman to open a water credit card in the Authority's name.

**A Roll Call Vote** was taken votes as follows: Jeremy Freeman: Yes, James Farman: Yes, Mike Arnold: Yes, Judith Farman: Yes, June Woodard: Yes. **AIF Motion Carried**

## **f. Open A Sewer Credit Card**

Chairperson June Woodard Asked for a motion to open a sewer credit card in the Authority's name.

**A motion** was made by James Farman and **seconded** by Mike Arnold to open a sewer credit card in the Authority's name.

**A Roll Call Vote** was taken votes as follows: Jeremy Freeman: Yes, June Woodard: Yes, Judith Farman: Yes, Mike Arnold: Yes, James Farman: Yes. **AIF Motion Carried.**

## **g. Open an Office credit card in the Authority's name**

Chairperson June Woodard asked for a motion to open a credit card in the Authority's name to use for office expenses, so as to cut down on confusion with coding.

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**A motion** was made by James Farman and **seconded** by Judith Farman to open a credit card for office expenses in the Authority's name.

**A Roll Call Vote** was taken votes as follows: James Farman: Yes, Mike Arnold: Yes, Judith Farman: Yes, June Woodard: Yes, Jeremy Freeman: No. **Motion Carried.**

## h. Emergency Action Plan.

The Elkland Borough Authority is required by DEP to submit an emergency response plan, because the current emergency response plan has proved inadequate. The plan is past due, and the Authority has gotten a 60-day extension. Jeremy Freeman stated that Rural Water has templates and can help to formulate a plan.

## 6. Public Comments

Donna Blend asked if Austin Welch had voted on anything. No he did not.

Austin Welch brought forward a receipt from LaBella Engineering for Project Number 2224376 dated 10/12/2022, which according to him, "included everything" for the 2022 Consent Order project. He then said that the previous Authority had paid for the 2022 Consent Order and then the new Authority had come in and paid for it again. He says LaBella did not inform the Authority that it had been paid for, and the state police should be called to investigate it.

## 7. Adjournment.

Chairperson June Woodard asked for a motion to adjourn.

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**A motion** was made by Judith Farman and **seconded** by James Farman to adjourn. **AIF Motion Carried.**

Meeting adjourned at 7:00Pm.

Respectfully Submitted,

Amanda Fuhrer

Elkland Borough Authority

Secretary/Treasurer