

**Jewett City Department of Public Utilities
Board of Commissioners
Meeting Minutes
September 14, 2022**

The regular meeting of the Board of Public Utilities Commissioners was held in the office of the DPU on Wednesday, September 14, 2022, at 4:30 pm.

Chairman Demicco called the meeting to order with Comm. Throwe and Comfort. Also, in attendance were Timothy Sharkey, Warden of Jewett City, Carol Throwe and Kenneth Sullivan, Director of Utilities

AGENDA #2 APPROVE THE MINUTES OF THE SPECIAL MEETING HELD OF AUGUST 8, 2022 AND THE REGULAR MONTHLY BOARD MEETING HELD ON AUGUST 10, 2022:

Comm. Comfort made the motion to approve the special meeting minutes held on August 8, 2022 as written and presented prior to the meeting. The motion was seconded with all in favor.

Comm. Comfort made the motion to approve the regular meeting minutes held on August 10, 2022 as written and presented prior to the meeting. The motion was seconded with all in favor.

AGENDA #3 READING OF COMMUNICATIONS:

Enclosed for the commissioner's information was a copy of the check received from Virtus for dividends on pension shares and was deposited into the Pension Checking Account.

AGENDA #4 REPORTS OF OTHER COMMISSIONERS:

Chairman Demicco stated that he attended the CMEEC meetings and the Borough of Jewett City Monthly Meeting.

Chairman Throwe stated he had attended CMEEC Governance Committee meeting.

AGENDA #5 DISCUSS AND TAKE APPROPRIATE ACTION ON UPDATED HEALTH AND HOSPITALIZATION INSURANCE POLICY FOR THE ELECTRIC DIVISION:

After some discussion, Chairman Demicco made the motion to accept the revised electric division policy entitled 'Health and Hospitalization Insurance' as revised and presented. The motion was seconded with all in favor.

AGENDA #6: DISCUSS AND TAKE APPROPRIATE ACTION ON FUTURE LOAN PAYMENTS FOR CWF PLO 443-C TO US BANK:

After some discussion, Chairman Demicco made the motion to approve and to authorize the Treasurer to submit a monthly online wire transfer request from the CWF 443-C checking account to US Bank in the amount of \$33,746.27, per the loan repayment schedule, for the Clean Water Fund (CWF) Project Loan Obligation (PLO) Jewett City 443-C for the duration retroactive from July 2022 through June 2023. The motion was seconded with all in favor.

Comm. Comfort made the motion to deposit \$90.00 into the CWF 443-C checking account to cover one year's worth of wire transfer charges, at the cost of \$7.50/month, automatically deducted at the time of a transfer. The motion was seconded with all in favor.





AGENDA #7 SEWER UPDATE:

Director Sullivan stated that the heavy rain recently has caused issues at the WWTP.

Director Sullivan informed the Commissioner's that a violation was issued due to the levels of TSS (total suspended solids) polymer is mitigating the situation. Director Sullivan stated that he would call with updates.

AGENDA #8 DISCUSS AND TAKE APPROPRIATE ACTION ON UPDATED HEALTH AND HOSPITALIZATION INSURANCE POLICY FOR THE SEWER DIVISION:

After some discussion, Chairman Demicco made the motion to accept the revised sewer division policy entitled 'Health and Hospitalization Insurance' as revised and presented. The motion was seconded with all in favor.

AGENDA #9 OTHER BUSINESS:

Director Sullivan stated that delivery dates are an issue when ordering supplies. He stated that this is affecting work at 122 Pleasant View, along with the delivery of trucks that are on order for the sewer and electric divisions being pushed to the end of December. He stated that the wood chipper is on track for delivery at the end of November.

Warden Sharkey reminded the Board that the Borough of Jewett City would be paying for the WWTP pickup through the ARPA funds they have received.

AGENDA #10 ADDRESS PUBLIC CONCERNS:

Director Sullivan stated that he had nothing at the time of preparing this agenda.

AGENDA #11 EXECUTIVE SESSION:

Chairman Demicco made the motion to enter into Executive Session at 4:46 pm for contract review and personnel issues and allow Director Sullivan to remain in executive session. The motion was seconded with all in favor.

The above is respectfully submitted by:

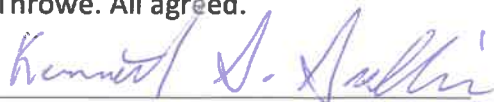


Debra L. Bingell
Secretary to the Board

Board came out of executive session at 5:20 pm.

A motion was made to approve the Director's amended contract. Motion was made by Chairman Demicco and seconded by Comm. Comfort. All agreed.

A motion made by Chairman Demicco to adjourn the meeting at 5:23 pm. Seconded by Comm. Throwe. All agreed.



Kenneth S. Sullivan
Acting Secretary to the Board