

**Jewett City Department of Public Utilities
Board of Commissioners
Meeting Minutes
December 9, 2020**

The regular meeting of the Board of Public Utilities Commissioners was held on Wednesday, December 9, 2020, at 4:32 pm.

Due to COVID-19 requirements this meeting was held via telephone conference. Chairman Demicco called the meeting to order and a roll call was taken with Comm. Throwe and Comfort present. Also, in attendance by phone was Timothy Sharkey, Borough Warden; with Kenneth S. Sullivan, Director of Utilities and the secretary to the board in the office.

AGENDA #2 APPROVE THE MINUTES OF THE REGULAR MONTHLY BOARD MEETING HELD ON NOVEMBER 12, 2020:

Comm. Comfort made the motion to accept and approve the minutes of the regular monthly meeting held on November 12, 2020 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 Virtus quarterly dividend check.

AGENDA #4 REPORTS OF OTHER COMMISSIONERS:

Comm. Throwe stated that he attended the CMEEC meeting that worked on the calendar of meetings for the year 2021.

Chairman Demicco stated that he had attended the Borough of Jewett City Warden and Burgesses meeting at which he was appointed to the Board of Electric Utilities Commissioners for another three-year term.

AGENDA #5 RATIFY VERBAL DECISION TO CHANGE INVESTMENT STRATEGY WITH JANNEY MONTGOMERY SCOTT:

After some discussion, Comm. Comfort made the motion to ratify the verbal decision to invest funds held at Janney Montgomery Scott into structured notes offered through Janney Montgomery Scott. The motion was seconded with all in favor.

AGENDA #6 SEWER UPDATE:

Director Sullivan informed the Board that a grant for the flood wall installation was approved in the amount of one million dollars. Director Sullivan stated that he would like to thank both the state government officials and Borough Warden Timothy Sharkey, who fought for this grant.

Director Sullivan stated that the treatment plant is running well except for repairs that show up from time to time. He also stated that the financials continue to show that the sewer division is running in the red.

Director Sullivan stated that Elm Street is on hold for now because he has not heard of any recent sewer issues in that area.

AGENDA #7 OTHER BUSINESS:

Chairman Demicco mentioned that he was reappointed to the Board of Public Utilities Commissioners by the Board of Warden and Burgesses for another three-year term. Everyone congratulated him.

Director Sullivan informed the Board that there was a problem at 29 Tracy Avenue where the seven-family building lost power the other night. It was found that the owner changed the heating from oil to electric heat and the JCDPU was not notified, which caused the 15 KVA transformer to overload and trip because it couldn't handle the extra load. He stated that proper procedure was not followed which could have had devastating effects. He stated that the transformer will probably be changed to a 50 KVA on Friday.

Director Sullivan stated that the Jewett City Water Company has informed the Borough of Jewett City and the JCDPU that they are requesting a rate increase but the Borough attorney is going to contest it. He stated that the cost to both divisions would be approximately \$3,600.00 per year.

AGENDA #8 ADDRESS PUBLIC CONCERNS:

The were no public concerns at the time of the agenda preparation.

Chairman Demicco made the motion to go into Executive Session at 4:51 pm to discuss personnel matters and asked the secretary to leave the meeting. The motion was seconded with all in favor.

The meeting was moved back into regular session at 4:52 pm and the secretary came back into the meeting.

Chairman Demicco made the motion to approve handing out appreciation awards to the employees in the amount not to exceed \$1,100.00. The motion was seconded with all in favor.

With no further business to come before the Board, Chairman Demicco made the motion to adjourn the meeting at 4:55 pm. The motion was seconded with all in favor.

Respectfully submitted,

Debra L. Bingell
Secretary to the Board