

**MEETING MINUTES**  
**FORD CITY BOROUGH STORMWATER AUTHORITY**  
**Ford City Borough Municipal Building**  
**December 18, 2024**

**CALL TO ORDER**

The meeting was called to order at 6:30 PM.

Is anyone audio or video taping the meeting? Ford City Borough

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

Present: Chairman Tyson Klukan, Vice Chair Robert Kiehl, Sr. and Board member Jeffrey Stennett

Via Phone: Secretary James Milligan, Solicitor Michael Korn and Engineer Joel Romagna

Absent: Board member Tom Ondrusek

**CITIZENS COMMENTS – None**

**EXECUTIVE SESSIONS – None**

**ACTION ITEMS**

**1. August 28, 2024 Meeting Minutes**

Board member Jeffrey Stennett made the motion to approve the minutes from the Stormwater Authority meeting on August 28, 2024. Vice Chair Robert Kiehl seconds the motion.

No comments

Motion carried: 4-0

**2. September 25, 2024 Meeting Minutes**

Vice Chair Robert Kiehl made the motion to approve the minutes from the Stormwater Authority meeting on September 25, 2024. Board member Jeffrey Stennett seconds the motion.

No comments

Motion carried: 4-0

**3. July-December 2024 Bill List**

Board member Jeffrey Stennett made the motion to approve bill list containing bills obtained from July 2024 through December 2024. Vice Chair Robert Kiehl seconds the motion.

No comments

Motion carried: 4-0

**4. 2025 Operating Budget**

Vice Chair Robert Kiehl made the motion to approve and adopt the final Stormwater Authority Operating Budget for fiscal year 2025. Board member Jeffrey Stennett seconds the motion.

No comments

Motion carried: 4-0

**5. 2025 Capital Budget**

Vice Chair Robert Kiehl made the motion to approve and adopt the final Stormwater Authority Capital Budget for fiscal year 2025. Board member Jeffrey Stennett seconds the motion.

No comments  
Motion carried: 4-0

**6. Approval of Engineering Services Agreement - Stiffler-McGraw**

Board member Jeffrey Stennett made the motion to approve the Engineering Services Agreement with Stiffler, McGraw & Associates, Inc. for general engineering services during calendar year 2025 and to authorize proper officials to execute the same. Vice Chair Robert Kiehl seconds the motion.

No comments  
Motion carried: 4-0

**7. 2025 Borough of Ford City Stormwater Authority Meeting Dates**

Vice Chair Bob Kiehl made the motion to approve the Borough of Ford City Stormwater Authority Meeting Schedule for 2025. Board member Jeffrey Stennett seconds the motion.

Board Comments: After discussion, the board decided to continue scheduling their monthly meetings on the 4<sup>th</sup> Wednesday of each month at 6:30 PM at the Ford City Borough Municipal Building.  
Motion carried: 4-0

**COMMENTS FROM THE CHAIR**

Chairman Tyson Klukan announced that billing would be underway and would be apart of the borough utility bill that routinely mailed out at the end of January.

**DISCUSSION**

Treasurer & Secretary Position

The board discussed the Secretary and Treasurer roles for the authority. The board determined that they should seek a third-party Treasurer, such as a CPA. It was also discussed that the authority will proceed in the new year drafting the agendas and creating the minutes within the board, without the help of borough staff.

Stormwater Billing Update

The board had some final discussion regarding the stormwater fee. Specifically, the board had a final discussion regarding unique property/billing scenarios and what responses they can expect from those involved in those unique circumstances. There was also some discussion about creating an appeal process for property owner's that plan to approach the board about the stormwater fee they received.

MEETING ANNOUNCEMENTS – None

CITIZENS COMMENTS – Open Comments

NEXT AUTHORITY MEETING –January 22, 2025 at Ford City Borough Municipal Building, 1000 4<sup>th</sup> Ave, Ford City, PA 16226

ADJOURNMENT – 7:25 PM

Vice Chair Bob Kiehl made the motion for adjournment. Board member Jeffrey Stennett seconds the motion.

No comments

Motion carried: 4-0

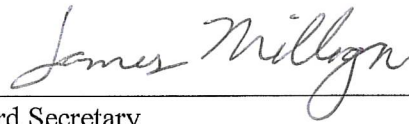
AUTHORIZING MINUTES



Ford City Borough Assistant Secretary  
Abby Nimerosky



Board Chair  
Tyson Klukan



Board Secretary  
James Milligan