

Williamstown Borough Authority Meeting Minutes

June 3 2026

Williamstown Borough Authority met June 3, 2026 at 7:00 p.m. in Council Chambers. Board Members present were Chairman Stephen Denkovich, Vice Chairman Jack Schaeffer, Gregory Evans, Barry Crosby, Secretary Mike Keiser, and Solicitor Joe Kerwin. Operations Manager Shane Zellers was absent.

The meeting was called to order at 7:00pm. The Pledge of Allegiance to the Flag was recited. The minutes from the May 6th meeting were reviewed and approved as written.

The minutes were recorded and submitted by Secretary/Treasurer Hoover Financial Services.

Citizens: No citizens were present.

Old Business:

- **Grants** – Vice Chairman Jack Schaeffer is waiting on the second round of hydrants.
- **Forestry Plan** – Josh Rittenhouse reviewed the plan with Stephen Denkovich, we are still waiting on a quote for acreage assessment. Josh will do an in-house tracking progress report, and will be submitting fees with information for the plot.

Solicitor: Solicitor Kerwin talked about the available agriculture grants available.

Manager's Report: Chairman Stephen Denkovich provided and reviewed a written report.

Correspondence: None.

Delinquent Report: Secretary Andrew Welker provided and reviewed a written report. The authority employees hand delivered the last batch of 10-day notices and got better results.

Approval of Time Sheets: Barry Crosby moved to approve employee time sheets as presented. Mike Keiser seconded, and the motion carried unanimously. Time sheets were initialed by board members.

New Business:

- **Vice Chairman Schaeffer Resignation** – Vice Chairman Jack Schaeffer read his resignation letter effective immediately. Barry Crosby moved to accept the resignation letter. Gregory Evans seconded, and the motion carried unanimously.
- **Manager's Resignation** – Stephen Denkovich read Operations Manager Shane Zellers resignation letter effective immediately. Barry Crosby moved to accept the resignation letter. Jack Schaeffer seconded, and the motion carried unanimously.
- **Fire Hydrants** – Barry Crosby provided a list of fifteen (15) hydrants that need attention.

Classes & Training: None.

Bills & Payroll: Jack Schaeffer moved to approve the payment of bills & payroll. Mike Keiser seconded, and the motion carried unanimously.

Adjournment: Mike Keiser moved to adjourn the meeting. Barry Crosby seconded, and the motion carried unanimously. Chairman Stephen Denkovich adjourned the meeting at 7:22 pm.

NEXT MEETING WEDNESDAY, July 1, 2026

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