

BOARD APPROVED  
DATE 5/23/2023

**WYOMING VALLEY SANITARY AUTHORITY  
BOARD MEETING MINUTES**

The regularly scheduled meeting of the Wyoming Valley Sanitary Authority Board of Directors was held on Tuesday, April 18, 2023 at 5:30 p.m. at the WWSA Plant located in Hanover Township, PA.

**I. Call to Order**

*Mr. Guesto, Chairperson*

**II. Pledge of Allegiance**

**III. Roll Call**

*Mr. Latinski, Secretary*

**Members Present**

Mike Belusko

James Blandina

Dante Bovani, Jr.

Shawn Brown

Gerald Cross

Anthony Glazenski

Samuel T. Guesto Jr.

Phillip Latinski

Bob Linskey

Joseph Mazur

Jeff McLaughlin

John Morgan (via phone)

John Sopp (via phone)

David Stochla

Thomas Wall (via phone)

**Members Excused**

Joseph Chernouskas

**Others Present**

Jim Tomaine, P.E.

Samantha Albert, P.E.

Sandy Bartosiewicz

Wendy Graves

Jeff Colella

Atty. William T. Finnegan Jr. (Solicitor)

Rick Oravic

Tom Federici

Brian McDermott

**IV. Announcements**

Mr. Guesto notified everyone that the meeting was being electronically recorded. Any citizen wishing to address the Board was asked to give their name and address prior to addressing the Board.

Mr. Guesto announced that the Board met prior to the meeting to discuss personnel items and possible litigation. Mr. Guesto congratulated and recognized WWSA Data Processing and IT Manager, John Berti, for receiving the Governor's Award for Local Government Excellence. Mr. Berti was PMAA Immediate Past President.

**V. Public Comment Period**

No public comment.

**VI. Approval of WWSA March 21, 2023 Regular Board Minutes.**

Motion made by Mr. Latinski.

Seconded by Mr. Mazur.

Motion carried unanimously.

**VII. Approval of WWSA April 3, 2023 Operations and Infrastructure Committee Minutes.  
Operations and Infrastructure Committee Members Only**

Motion made by Mr. Belusko.

Seconded by Mr. Bovani.

Motion carried unanimously.

**VIII. Safety and Security Committee Report**

*Mr. Morgan, Chairperson*

A. Mr. Morgan made a motion to authorize the proper officials to approve the revised WWSA Security & Emergency Response Program.

Seconded by Mr. Sopp.

Motion carried unanimously.

**IX. Stormwater Committee Report**

*Mr. Cross, Chairperson*

A. Mr. Cross made a motion to authorize the proper officials to execute Amendment No. 1 to Service Order No. 23 (2022-21) for Borton Lawson in the amount of \$10,140.00 for additional survey, design, and construction phase services for the Abrahams Creek Forty Fort Stream Restoration Project.

Seconded by Mr. Sopp.

Motion carried unanimously.

B. Mr. Cross made a motion to authorize the proper officials to award a contract to Evercor Facility Management in the amount of \$103,741.08 for BMP Maintenance Services for period June 1, 2023 to December 31, 2024.

Seconded by Mr. Linskey.

Motion carried unanimously.

**X. Operations and Infrastructure Committee Report**

*Mr. McLaughlin, Chairperson*

A. Mr. McLaughlin made a motion to authorize the proper officials to enter into a contract with Polydyne Inc. for CLARIFLOC NE-820 Polymer at a price of \$1.29 lb for a period of one year, August 1, 2023 to July 31, 2024. Polydyne is an authorized COSTARS supplier.

Seconded by Mr. Glazenski.

Motion carried unanimously.

- B. Mr. McLaughlin made a motion to authorize the proper officials to prepare plans, specs and bid HVAC Maintenance Services for Plant, Office and Pumping Stations.  
Seconded by Mr. Blandina.  
Motion carried unanimously.
- C. Mr. McLaughlin made a motion to authorize the proper officials to prepare plans, specs, and bid for two (2) separate prime contracts for the Electrical Construction and General/Site Construction of the WWSA's Ross Street Pump Station No. 12 Emergency Generator Project.  
Seconded by Mr. Morgan.  
Motion carried unanimously.
- D. Mr. McLaughlin made a motion to authorize the proper officials to award a contract to Central Clay in the low bid amount of \$103,010.00 for catch basin materials and supplies needed by Special Projects Group.  
Seconded by Mr. Blandina.  
Motion carried unanimously.
- E. Mr. McLaughlin made a motion to authorize the proper officials to finalize and advertise for the installation of new Motor Control Centers in Blower Building No.1.  
Seconded by Mr. Glzenski.  
Motion carried unanimously.

**XI. Personnel Committee Report**

*Mr. Wall, Chairperson*

- A. Mr. Wall made a motion to authorize the hiring of up to eight Summer Interns at \$15 an hour.  
Seconded by Mr. Bovani.  
Motion carried unanimously.
- B. Mr. Wall made a motion to authorize disciplinary action for WWSA Employee as recommended by the Personnel Committee and as discussed in Executive Session.  
Seconded by Mr. Mazur.  
Motion carried unanimously.

**XII. Payment of Operating Budget Bills.**

*Mr. Cross, Finance Chairperson*

Mr. Cross made a motion to approve payment of the Operating Budget Bills as accrued and expended as of April 2023 Board Report:

- April Sanitary- \$511,710.63
- April Stormwater- \$77,960.23
- Total for Operating Budget Bills- **\$589,670.86**

Seconded by Mr. Linskey.

Mr. McLaughlin abstained from bills related to his employer, Golden Business Machines.

Motion carried.

**XIII. Payment of Capital Budget Bills.**

*Mr. Cross, Finance Chairperson*

Mr. Cross made a motion to approve payment of the Capital Budget Bills as accrued and expended as of April 2023 Board Report:

- April Sanitary - \$151,850.25
- April Stormwater- \$771.12
- Total for Capital Budget Bills- **\$152,621.37**

Seconded by Mr. Blandina.

Motion carried unanimously.

**XIV. Payment of Special Project Bills.**

*Mr. Cross, Finance Chairperson*

A. Mr. Cross made a motion to approve payment of the Stormwater Special Project Bills, M&T Line of Credit as accrued and expended as of April 2023 Board Report: **\$84,240.94**

Seconded by Mr. Linskey.

Motion carried unanimously.

B. Motion to approve payment of the Sanitary Special Project Bills, Fidelity Loan as accrued and expended as of April 2023 Board Report: **\$66,394.38**

Seconded by Mr. Mazur.

Motion carried unanimously.

**XV. Payment of Cash Refunds.**

*Mr. Cross, Finance Chairperson*

Mr. Cross made a motion to approve payment of the Cash Refunds as requested in the April 2023 Board Report:

- |                           |                   |
|---------------------------|-------------------|
| • April Sanitary-         | \$3,303.32        |
| • April Stormwater-       | \$86.98           |
| • Total for Cash Refunds- | <b>\$3,390.30</b> |

Seconded by Mr. Belusko.

Motion carried unanimously.

**XVI. Old Business**

None.

**XVII. New Business**

None.

**XVIII.** The next meeting of the Board is Tuesday, May 23, 2023 at 5:30 p.m.

**XIX. Adjourn**

Motion made by Mr. Bovani.

Seconded by Mr. Morgan.

Motion carried unanimously.