

**WYOMING VALLEY SANITARY AUTHORITY  
BOARD MEETING MINUTES**

The regularly scheduled meeting of the Wyoming Valley Sanitary Authority Board of Directors was held on Tuesday, December 12, 2023 at 4:30 p.m. at the WVSA 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.  
Joseph Chernouskas  
Thomas Wall

Gerald Cross  
Anthony Glazenski  
Samuel T. Guesto Jr.  
Phillip Latinski  
Bob Linskey

Joseph Mazur  
Jeff McLaughlin  
John Morgan  
John Sopp  
David Stochla

**Members Excused**

Shawn Brown

**Others Present**

Jim Tomaine, P.E.  
Andy Reilly  
Bernie Biga  
Samantha Albert, P.E.  
Sandy Bartosiewicz

Atty. William T. Finnegan Jr. (Solicitor)  
Wendy Graves  
Jeff Colella  
Donna Gillis

**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.

**V. Public Comment Period**

None.

**VI. Approval of WVSA November 21, 2023 Regular Board Minutes.**

Motion made by Mr. Mazur.  
Seconded by Mr. Morgan.  
Motion carried unanimously.

## **VII. Finance Committee Report**

*Mr. Cross, Chairperson*

- A. Mr. Cross made a motion to adopt the 2024 Wyoming Valley Sanitary Authority Operating Budget as distributed by Memorandum dated December 8, 2023.  
Seconded by Mr. Sopp.  
Motion carried unanimously.
  
- B. Mr. Cross made a motion to adopt the 2024 Wyoming Valley Sanitary Authority Stormwater Operating Budget as distributed by Memorandum dated December 8, 2023.  
Seconded by Mr. Linskey.  
Motion carried unanimously.
  
- C. Mr. Cross made a motion to adopt the 2024 Wyoming Valley Sanitary Authority Sanitary Capital Budget as distributed by Memorandum dated December 8, 2023.  
Seconded by Mr. Sopp.  
Motion carried unanimously.
  
- D. Mr. Cross made a motion to adopt the 2024 Wyoming Valley Sanitary Authority Stormwater Capital Budget as distributed by Memorandum dated December 8, 2023.  
Seconded by Mr. Latinski.  
Motion carried unanimously.
  
- E. Mr. Cross made a motion to adopt Resolution No. 14 of 2023, Reimbursement Resolution for PENNVEST Loan Number 71474 for funding the East Side Interceptor Rehabilitation Phase 2 Project.  
Seconded by Mr. Glzenski.  
Motion carried unanimously.
  
- F. Mr. Cross made a motion to adopt Resolution No. 15 of 2023, Resolution to Borrow for PENNVEST Loan Number 71474 for funding the East Side Interceptor Rehabilitation Phase 2 Project in the amount of \$19,000,000.00 dollars.  
Seconded by Mr. Bovani.  
Motion carried unanimously.
  
- G. Mr. Cross made a motion to adopt Resolution No. 16 of 2023, Resolution to Open Bank Account for PENNVEST Loan Number 71474 for funding and reimbursement for the East Side Interceptor Rehabilitation Phase 2 Project.  
Seconded by Mr. Sopp.  
Motion carried unanimously.

## **VIII. Stormwater Committee Report**

*Mr. Cross, Chairperson*

- A. Mr. Cross made a motion to authorize the proper officials to approve Change Order No. 1 for Multiscape, Inc. for Wyoming Valley West High School Rain Garden Project to provide a schedule extension and the addition of US EPA required construction contract language to comply with the federal STAG grant.  
Seconded by Mr. Latinski.  
Motion carried unanimously.
- B. Mr. Cross made a motion to authorize the proper officials to approve Amendment No. 11 for Borton-Lawson Engineering, Inc. in the amount of \$69,672.00 for continuation of Stormwater Program Management Services from January 1, 2024 through June 30, 2024.  
Seconded by Mr. Morgan.  
Motion carried unanimously.
- C. Mr. Cross made a motion to authorize the proper official to approve Change Order No. 1 for Rutledge Excavating, Inc. for the Abrahams Creek Stream Restoration Phase 1 Project for the addition of US EPA required construction contract language to comply with the federal STAG grant.  
Seconded by Mr. Blandina.  
Motion carried unanimously.
- D. Mr. Cross made a motion to authorize the proper officials to approve Change Order No. 1 for Mitchell Knorr Contracting for the Plains Township Stormwater Park Wet Pond for the addition of US EPA required construction contract language to comply with the federal STAG grant.  
Seconded by Mr. Sopp.  
Motion carried unanimously.

## **IX. Operations and Infrastructure Committee Report**

*Mr. McLaughlin, Chairperson*

- A. Mr. McLaughlin made a motion to authorize the proper officials to award a contract to JCI Jones Chemicals, Inc. in the lowest responsible bid amount of \$1,875.00 per one-ton cylinder to supply and deliver Chlorine to the WWSA Plant in accordance with bid specifications.  
Seconded by Mr. Morgan.  
Motion carried unanimously.
- B. Mr. McLaughlin made a motion to authorize the proper officials to execute Amendment No. 1 for Quad 3 Group for in the amount of \$39,630 for the East Side Interceptor Rehabilitation Phase 2 Project for additional services including bypass design drawings, new technical specifications and rebidding.  
Seconded by Mr. Mazur.  
Motion carried unanimously.

- C. Mr. McLaughlin made a motion to authorize the proper officials to accept the Construction Administration Services proposal for the East Side Interceptor Rehabilitation Phase 2 Project for Quad 3 Group in an amount not-to-exceed \$36,500.00 for Shop Drawing, Construction Meetings and Field Inspection.  
Seconded by Mr. Glzenski.  
Motion carried unanimously.

**X. 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 December 2023 Board Report:

- Sanitary- \$554,666.52
- Stormwater- \$131,405.95
- Total for Operating Budget Bills- **\$686,072.47**

Seconded by Mr. Sopp.

Motion carried unanimously.

**XI. 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 December 2023 Board Report:

- Sanitary - \$51,307.99
- Stormwater- \$0
- Total for Capital Budget Bills- **\$51,307.99**

Seconded by Mr. Morgan.

Motion carried unanimously.

**XII. 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 December 2023 Board Report: **\$3,009.50**

Seconded by Mr. Mazur.

Motion carried unanimously.

- B. Mr. Cross made a motion to approve payment of the Sanitary Special Project Bills, Fidelity Loan as accrued and expended as of December 2023 Board Report: **\$348,483.21**

Seconded by Mr. Blandina.

Motion carried unanimously.

**XIII. Payment of Cash Refunds.**

*Mr. Cross, Finance Chairperson*

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

- Sanitary- \$805.20
- Stormwater- \$1,558.88
- Total for Cash Refunds- **\$2,364.08**

Seconded by Mr. Wall.

Motion carried unanimously.

**XIV. Payment of Stormwater Municipal Savings.**

*Mr. Cross, Finance Chairperson*

Mr. Cross made a motion to approve payment from the Stormwater Municipal Savings Account to the Borough of Edwardsville in the amount of \$51,214.38, the Borough of Luzerne in the amount of \$1,832.04 and Pittston Township in the amount of \$17,405.00 for a total of **\$70,451.42**

Seconded by Mr. Morgan.

Motion carried unanimously.

**XV. Old Business**

None.

**XVI. New Business**

*Mr. Wall, Personnel Chairperson*

- A. Mr. Wall made a motion to approve appointment of Nominating Committee consisting of Phil Latinski, Joseph Mazur and Jeff McLaughlin to convene and recommend a slate of Board Officers for the 2024-2025 Board Term.

Seconded by Mr. Latinski.

Motion carried unanimously.

- B. Mr. Wall made a motion to approve Separation and General Release Agreements with Employees Numbered 2041, 2027 and 3147.

Seconded by Mr. Belusko.

Motion carried unanimously.

**XVII. The next meeting of the Board is Tuesday, January 16, 2024 at 5:30 p.m.**

Mr. Gesto wished everyone a Merry Christmas and a Happy New Year. He expressed how proud he is of the Board and all of our Employees on what they have accomplished. Mr. Mazur thanked all of the WVSA Employees and expressed that it is the best run Board.

**XVIII. Adjourn**

Motion made by Mr. Bovani.

Seconded by Mr. Glzenski.

Motion carried unanimously.