

BOARD APPROVED
DATE 4/18/2023

**WYOMING VALLEY SANITARY AUTHORITY
BOARD MEETING MINUTES**

The regularly scheduled meeting of the Wyoming Valley Sanitary Authority Board of Directors was held on Tuesday, March 21, 2023 at 5:30 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

Members

Mike Belusko (via phone)	Gerald Cross	Joseph Mazur
James Blandina	Anthony Glazenski	Jeff McLaughlin
Dante Bovani, Jr.	Samuel T. Guesto Jr.	John Morgan
Shawn Brown	Phillip Latinski	John Sopp
Joseph Chernouskas	Bob Linskey	David Stochla (via phone)

Members Excused

Thomas Wall

Others Present

Jim Tomaine, P.E.	Atty. William T. Finnegan Jr. (Solicitor)	Matt Mitchell
Bernie Biga	Donna Gillis	Justin Raitter
Samantha Albert, P.E.	Kim Philbin	
Sandy Bartosiewicz	Brian McDermott	
Wendy Graves	Jeff Colella	

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.

V. Public Comment Period

No public comment.

VI. Approval of WWSA February 21, 2023 Regular Board Minutes.

Motion made by Mr. Latinski.

Seconded by Mr. Morgan.

Motion carried unanimously.

VII. Finance Committee Report

Mr. Cross, Chairperson

- A. Mr. Cross made a motion to authorize the proper officials to execute an agreement with GSL Public Affairs and Communications, LLC (GSLPAC) for lobbying services related to the Sans Souci Forcemain Replacement Project, and other WWSA initiatives, in an amount not to exceed \$5,000/month plus expenses, subject to final Solicitor approval. 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 advertise for Best Management Practice (BMP) Maintenance Services. Seconded by Mr. Morgan.
Motion carried unanimously.
- B. Mr. Cross made a motion to authorize the proper officials to approve an orthophotography proposal from Thrasher Group, Inc. in the proposed amount of \$31,000 for orthophotography of our Regional Stormwater Member Towns. Seconded by Mr. Sopp.
Motion carried unanimously.
- C. Mr. Cross made a motion to authorize the proper officials to adopt Resolution No. 4 for WWSA Signatory approval of Luzerne County ARPA funding documents for the Forty Fort Stormwater Park. Seconded by Mr. Sopp.
Motion carried unanimously.
- D. Mr. Cross made a motion to authorize the proper officials to execute Amendment No. 1 for Service Order No. 18 (2020-16) with Penmoni Associates for additional design, permitting, and hydrologic & hydraulic modeling services for the Mill Creek Streambank Restoration Project in an amount not to exceed \$35,000.00. Seconded by Mr. Bovani.
Motion carried unanimously.

- E. Mr. Cross made a motion to authorize the proper officials to execute Amendment No. 9 for Service Order No. 1 (2018-1) with Borton-Lawson Engineering, Inc. for Stormwater Program Management services through September 30, 2023 in an amount not to exceed \$34,730.00.
Seconded by Mr. Glzenski.
Motion carried unanimously.

- F. Mr. Cross made a motion to authorize the proper officials to execute Amendment No. 2 for Service Order No. 16 (2020-14) with Borton-Lawson Engineering, Inc. for additional survey, environmental, design, permitting, and hydrologic & hydraulic modeling services for Warrior Creek Streambank Restoration Project in an amount not to exceed \$30,200.00.
Seconded by Mr. Blandina.
Motion carried unanimously.

IX. Operations and Infrastructure Committee Report

Mr. McLaughlin, Chairperson

- A. Mr. McLaughlin made a motion to authorize the proper officials to prepare plans, specs and bid catch basin materials and supplies needed by Special Projects Group.
Seconded by Mr. Linskey.
Motion carried unanimously.

- B. Mr. McLaughlin made a motion to authorize the proper officials to approve Change Order No.2 with Industrial Construction Services and Design for field and shop modifications, additional fabricated parts and hardware, plus labor at PS-7 Upgrade Project in an amount not to exceed \$3,025.00.
Seconded by Mr. Morgan.
Motion carried unanimously.

- C. Mr. McLaughlin made a motion to authorize the proper officials to award a contract to Blair Contracting in the low bid amount of \$136,500.00 which includes bid alternate No. 1 for \$7,500.00 for Project No. 06-23 Collections Garage metal retro-fit EDPM Rubber Roof-Over Project.
Seconded by Mr. Glzenski.
Motion carried unanimously.

- D. Mr. McLaughlin made a motion to authorize the Proper officials to execute a nutrient sales agreement for year 2023 with Papetti's Hygrade Egg Products, Inc for WVSA nutrient sales, subject to final Solicitor's approval.
Seconded by Mr. Morgan.
Motion carried unanimously.

- E. Mr. McLaughlin made a motion to authorize the proper officials to finalize plans and specifications, advertise and authorize the Operations and Infrastructure Committee to award the contract to the lowest responsible bidder for General, Mechanical, Plumbing and Electrical improvements at the new Field Services Building 1280 San Souci Parkway.
Seconded by Mr. Blandina.
Motion carried unanimously.

- F. Mr. McLaughlin made a motion to authorize the proper officials to execute a contract change with Borton-Lawson Engineering for final Bidding and Construction Phase Services at the Ross Street Pumping Station Emergency Generator Project in an amount not to exceed \$14,790.00.
Seconded by Mr. Bovani.
Motion carried unanimously.

- G. Mr. McLaughlin made a motion to authorize the proper officials to execute a contract with Material Matters, Inc. for a Stream Mixing Study to assist the Wyoming Valley Sanitary Authority in our evaluation of the NPDES Permit Renewal, in an amount not to exceed \$26,500.00.
Seconded by Mr. Morgan.
Motion carried unanimously.

- H. Mr. McLaughlin made a motion to authorize the proper officials to accept the proposal from RedZone Robotics for a Sewer Assessment of the Eastside Interceptor in an amount not to exceed \$53,650.00.
Seconded by Mr. Bovani.
Motion carried unanimously.

X. Personnel Committee Report

Mr. Wall, Personnel Chairperson

- A. Mr. Mazur made a motion to extend offers of employment for one position in the Operations Department and two positions in the Special Projects Department as recommended by the Personnel Committee and as discussed in Executive Session.
Seconded by Mr. Sopp.
Motion carried unanimously.

XI. 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 March 2023 Board Report:

- Sanitary- \$1,332,251.45
- Stormwater- \$129,007.30
- Total for Operating Budget Bills- **\$1,461,258.75**

Seconded by Mr. Morgan.

Motion carried unanimously.

XII. 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 March 2023 Board Report:

- Sanitary - \$150,752.59
- Stormwater- \$792.00
- Total for Capital Budget Bills- **\$151,544.59**

Seconded by Mr. Blandina.

Motion carried unanimously.

XIII. 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 March 2023 Board Report: **\$75,045.38**

Seconded by Mr. Glzenski.

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 March 2023 Board Report: **\$528,827.31**

Seconded by Mr. Sopp.

Motion carried unanimously.

C. Mr. Cross made a motion to approve payment of Special Project Bills as accrued and expended as of March 2023 Board Report: **\$33,792.40**

Seconded by Mr. Sopp.

Motion carried unanimously.

XIV. Payment of Cash Refunds.

Mr. Cross, Finance Chairperson

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

- Sanitary- \$1,180.51
- Stormwater- \$557.89
- Total for Cash Refunds- **\$1,738.40**

Seconded by Mr. Belusko.

Motion carried unanimously.

XV. Old Business

None.

XVI. New Business

None.

XVII. The next meeting of the Board is Tuesday, April 18, 2023 at 5:30 p.m.

Mr. Guesto wished everyone a happy and healthy Easter.

XVIII. Adjourn

Motion made by Mr. Morgan.

Seconded by Mr. Latinski.

Motion carried unanimously.