

WYOMING VALLEY SANITARY AUTHORITY  
BOARD MEETING MINUTES

BOARD APPROVED  
DATE 7/18/2023

The regularly scheduled meeting of the Wyoming Valley Sanitary Authority Board of Directors was held on Tuesday, May 23, 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**

James Blandina	Phillip Latinski
Dante Bovani, Jr.	Joseph Mazur
Joseph Chernouskas	Jeff McLaughlin
Gerald Cross	John Morgan
Anthony Glazenski	John Sopp
Samuel T. Guesto Jr.	Thomas Wall

**Members Excused**

Mike Belusko  
Shawn Brown  
Bob Linskey  
David Stochla

**Others Present**

Jim Tomaine, P.E.	Atty. William T. Finnegan Jr. (Solicitor)	Sam Troy
Samantha Albert, P.E.	Rick Oravic	
Sandy Bartosiewicz	Emily Bogarowski	
Bernie Biga	Tom Federici	
Wendy Graves	Brian McDermott	
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.

Mr. Guesto announced that the Board met prior to the meeting to discuss personnel items and possible litigation.

**V. Public Comment Period**

Sam Troy

95 Joseph Lane

Wilkes-Barre, PA. 18702

Mr. Troy expressed his concern about the rates and addressed the Board about them which are more particularly detailed in the recorded minutes of the meeting.

**VI. Approval of WVSA April 18, 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 accept and execute insurance proposals and bind coverage recommended by the WVSA Insurance Broker of Record.

Seconded by Mr. Sopp.

Motion carried unanimously.

B. Mr. Cross made a motion to table the 2021-2022 Year End Draft Audit until Single Audit is complete.

Seconded by Mr. Mazur.

Motion carried unanimously.

**VIII. Operations and Infrastructure Committee Report**

*Mr. McLaughlin, Chairperson*

A. Mr. McLaughlin made a motion to authorize the proper officials to execute a contract with ADS Environmental Services for continued characterization of WVSA diversion chambers in the amount not to exceed \$63,571.60.

Seconded by Mr. Bovani.

Motion carried unanimously.

B. Mr. McLaughlin made a motion to authorize the proper officials to enter into an agreement with Meiser & Earl, Inc. in an amount not to exceed \$5,000.00 for preparation of design plans and specifications for the permitting and construction of 2 groundwater monitoring wells at the Wyoming Valley Sanitary Authority Treatment Plant.

Seconded by Mr. Morgan.

Motion carried unanimously.

- C. Mr. McLaughlin made a motion to authorize the proper officials to award a contract to Scranton Craftsman in the low bid amount of \$86,855.00 for catch basin materials and supplies needed by Special Projects Group.  
Seconded by Mr. Glzenski.  
Motion carried unanimously.
- D. Mr. McLaughlin made a motion to authorize the proper officials to award a contract to PLD Associates, Inc. in the low bid amount of \$32,500.00 for HVAC Maintenance Services for Plant, Office and Pumping Stations.  
Seconded by Mr. Morgan.  
Motion carried unanimously.
- E. Mr. McLaughlin made a motion to authorize the proper officials to award a contract to Apollo Group, Inc in the low bid amount of \$ 30,100.00 for Project #15-23 Blower Building #1 MCC Replacement.  
Seconded by Mr. Bovani.  
Motion carried unanimously.
- F. Mr. McLaughlin made a motion to authorize the proper officials to reject single bid received for Data Network Vulnerability Testing and advertise to receive new bids.  
Seconded by Mr. Mazur.  
Motion carried unanimously.

**IX. Personnel Committee Report**

*Mr. Wall, Chairperson*

- A. Mr. Wall made a motion to authorize the proper officials to adopt Resolution No. 5 approving amendments to the Wyoming Valley Sanitary Authority Personnel Policies.  
Seconded by Mr. Latinski.  
Motion carried unanimously.
- B. Mr. Wall made a motion to authorize the proper officials to execute Kingston Office Employee Training.  
Seconded by Mr. Mazur.  
Motion carried unanimously.
- C. Mr. Wall made a motion to authorize a 90-day unpaid leave extension for a Union Employee.  
Seconded by Mr. Morgan.  
Motion carried unanimously.
- D. Mr. Wall made a motion to authorize the proper officials to approve June raises for non-union employees.  
Seconded by Mr. Glzenski.  
Motion carried unanimously.

E. Mr. Wall made a motion to authorize the proper officials to implement status changes recommended by the Personnel Committee and as discussed in Executive Session.  
Seconded by Mr. Bovani.  
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 May 2023 Board Report:

- May Sanitary- \$1,037,160.92
- May Stormwater- \$208,851.28
- Total for Operating Budget Bills- **\$1,246,012.20**

Seconded by Mr. Morgan.  
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 May 2023 Board Report:

- May Sanitary - \$287,565.27
- May Stormwater- \$48,868.60
- Total for Capital Budget Bills- **\$336,433.87**

Seconded by Mr. Blandina.  
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 May 2023 Board Report: **\$49,469.81.**

Seconded by Mr. Sopp.  
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 May 2023 Board Report: **\$118,440.59.**

Seconded by Mr. Mazur.  
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 May 2023 Board Report:

- |                           |                   |
|---------------------------|-------------------|
| • May Sanitary-           | \$1,321.10        |
| • May Stormwater-         | \$433.76          |
| • Total for Cash Refunds- | <b>\$1,754.86</b> |

Seconded by Mr. Blandina.

Motion carried unanimously.

**XIV. Old Business**

None.

**XV. New Business**

A. Mr. Cross made a motion to authorize Attorney Lee Stinnett to include the Wyoming Valley Sanitary Authority in filing of Amicus Brief in the case of Borough of West Chester v. Pennsylvania State System of Higher Education in an amount not to exceed \$2,000.00.

Seconded by Mr. Latinski.

Motion carried unanimously.

B. Mr. Wall made a motion to extend offer of employment for the CEO position based on terms discussed in executive session.

Seconded by Mr. Morgan.

Motion carried unanimously.

**XVI.** The next meeting of the Board is Tuesday, July 18, 2023 at 5:30 p.m.

Mr. Wall commended the WVSA for allowing crew to attend and use our Vactor Truck at a Trench Entrapment Training.

Mr. Cross commended Sandy and her staff on the insurance savings and for having the draft audit delivered in record timing.

**XVII. Adjourn**

Motion made by Mr. Bovani.

Seconded by Mr. Sopp.

Motion carried unanimously.