

**WYOMING VALLEY SANITARY AUTHORITY
BOARD MEETING MINUTES**

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

Dante Bovani, Jr.
Joseph Chernouskas
Gerald Cross
Anthony Glazenski

Samuel T. Guesto, Jr.
Phillip Latinski
Bob Linskey
Jeff McLaughlin

John Morgan
John Sopp
David Stochla
Thomas Wall (Via Phone)

Members Excused

Mike Belusko
James Blandina
Shawn Brown
Joseph Mazur

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

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 October 24, 2023 Regular Board Minutes.

Motion made by Mr. Latinski.
Seconded by Mr. Bovani.
Motion carried unanimously.

VII. Finance Committee Report

Mr. Cross, Chairperson

- A. Mr. Cross made a motion to authorize the proper officials to enter into a Financial Service Agreement with FSL for a period of 3 years.
Seconded by Mr. Morgan.
Mr. Cross abstained due to his employer has contract income from FSL.
Motion carried.

VIII. Stormwater Committee Report

Mr. Cross, Chairperson

- A. Mr. Cross made a motion to authorize the proper officials to enter into a Stream Bank Restoration Agreement with Forty Fort Cemetery Association as part of WWSA Abraham's Creek Stream Bank Restoration Project.
Seconded by Mr. Sopp.
Motion carried unanimously.
- B. Mr. Cross made a motion to authorize the proper officials to adopt Resolution No.13 authorizing the initiation of eminent domain proceedings to acquire easement rights over certain real property located in the Borough of Forty Fort, Luzerne County, Pennsylvania, for the public purpose of constructing and maintaining a streambank restoration project to accomplish annual reductions of nitrogen, phosphorus and sediment discharges into surface waters in Luzerne County, Pennsylvania, in accordance with the requirements promulgated by the Pennsylvania Department of Environmental Protection relative to MS4 Permit requirements within the Chesapeake Bay Watershed.
Seconded by Mr. Morgan.
Motion carried unanimously.
- C. Mr. Cross made a motion to authorize the proper officials to approve Service Order 23 Amendment No. 2 for Borton-Lawson Engineering, Inc. in an amount not to exceed \$10,080.00 for additional services on the Abrahams Creek (Forty Fort) Streambank Restoration Project.
Seconded by Mr. Latinski.
Motion carried unanimously.

- D. Mr. Cross made a motion to authorize the proper officials to approve Final Change Order No. 3 for Rutledge Excavating, Inc. in a deduct amount of \$244.39 for the Spring Run Stream Restoration Project.
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 execute a contract with ADS Environmental Services for continued characterization of WWSA diversion chambers in the amount not to exceed \$63,571.60.
Seconded by Mr. Glzenski.
Motion carried unanimously.
- B. Mr. McLaughlin made a motion to authorize the proper officials to award a contract to Ruby-Collins, Inc., for the Base Bid plus Bid Alternate No. 1 in the low bid amount of \$13,649,890.00 for the East Side Interceptor Rehabilitation Phase 2 Project, pending Administrative Review and approval by PENNVEST.
Seconded by Mr. Morgan.
Motion carried unanimously.
Mr. Guesto and the entire Board want to extend their appreciation to the staff for their hard work and diligence to have this project come in at this price.
- C. Mr. McLaughlin made a motion to authorize the proper officials to approve Change Order No. 4 Contract No.1 to Champion Builders, Inc. in an amount not to exceed \$25,265.00 for final site grading for Handicap Parking/Access at the WWSA Field Services Building, subject to final Solicitor approval.
Seconded by Mr. Morgan.
Motion carried unanimously.
- D. Mr. McLaughlin made a motion to authorize the proper officials to approve Change Order No. 1 Contract No. 3 to Troy Mechanical, Inc. in an amount not to exceed \$3,400.00 for the wall mounted shower unit in room 103 at the WWSA Field Services Building.
Seconded by Mr. Latinski.
Motion carried unanimously.

E. Mr. McLaughlin made a motion to authorize the proper officials to approve Change Order No. 2 Contract No. 2 to Troy Mechanical, Inc. in an amount not to exceed \$12,556.00 for condensate drain, relocate fresh air and relocate ductless split system at the WVSA Field Services Building.

Seconded by Mr. Glzenski.

Motion carried unanimously.

F. Mr. McLaughlin made a motion to authorize the proper officials to approve a change in scope due to unforeseen costs with Material Matters for the River Mixing Study in an amount not to exceed \$19,424.98.

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 November 2023 Board Report:

- Sanitary- \$889,646.33
- Stormwater- \$117,920.22
- Total for Operating Budget Bills- **\$1,007,566.55**

Seconded by Mr. Sopp.

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

Motion carried.

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 November 2023 Board Report:

- Sanitary - \$415,585.27
- Stormwater- \$10,254.09
- Total for Capital Budget Bills- **\$425,839.36**

Seconded by Mr. Sopp.

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 November 2023 Board Report: **\$21,840.60**

Seconded by Mr. Bovani.

Motion carried unanimously.

- B. Motion to approve payment of the Sanitary Special Project Bills, Fidelity Loan as accrued and expended as of November 2023 Board Report:
\$799,979.61
Seconded by Mr. Glzenski.
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 November 2023 Board Report:

- Sanitary- \$125.00
- Stormwater- \$1,308.71
- Total for Cash Refunds- **\$1,433.71**

Seconded by Mr. Morgan.

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 Pittston Township in the amount of \$82,775.10, Kingston Borough in the amount of \$5,693.41 and the City of Wilkes-Barre in the amount of \$123,670.61 for a total of **\$212,139.12**.

Seconded by Mr. Latinski.

Motion carried unanimously.

XV. Old Business

None.

XVI. New Business

Mr. Wall, Personnel Chairperson

- A. Mr. Wall made a motion to approve 90-day unpaid leave request for Employee Number 3553 discussed in executive session.
Seconded by Mr. Sopp.
Motion carried unanimously.
- B. Mr. Wall made a motion to approve 2024 WVSA Board Meeting Schedule (attached).
Seconded by Mr. Morgan.
Motion carried unanimously.
- C. Mr. Wall made a motion to authorize the proper officials to permit up to six existing intern positions to work up to a maximum of 30 hours per week during Winter Break Period at a rate of \$15 per hour.
Seconded by Mr. Bovani.
Motion carried unanimously.

XVII. The next meeting of the Board is Tuesday, December 12, 2023 at 4:30 p.m.
Please note this is a change from the regularly scheduled December 19th Meeting.

Mr. Guesto wished everyone a Happy Thanksgiving.

XVIII. Adjourn

Motion made by Mr. Morgan.

Seconded by Mr. Bovani.

Motion carried unanimously.