

**WYOMING VALLEY SANITARY AUTHORITY
BOARD MEETING MINUTES**

The regularly scheduled meeting of the Wyoming Valley Sanitary Authority Board of Directors was held on Tuesday, October 24, 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

James Blandina
Dante Bovani, Jr.
Shawn Brown
Joseph Chernouskas
Gerald Cross

Anthony Glazenski
Samuel T. Guesto, Jr.
Phillip Latinski
Bob Linskey
Joseph Mazur

Jeff McLaughlin
John Morgan

Members Excused

Mike Belusko
John Sopp
Dave Stochla
Thomas Wall

Others Present

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

Atty. William T. Finnegan Jr. (Solicitor)
Wendy Graves
Brian McDermott
Jeff Colella
Kim Philbin

Donna Gillis
Keith David

IV. Announcements

- A. 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 September 19, 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 enter into a contract with Integrated Payment Solutions, LLC (“PAYSTAR”) for online payment processing.
Seconded by Mr. Linskey.
Motion carried unanimously.
- B. Mr. Cross made a motion to authorize the proper officials to enter into a contract with Joyce Insurance as Wyoming Valley Sanitary Authority’s Broker of Record.
Seconded by Mr. Morgan.
Motion carried unanimously.
- C. Mr. Cross made a motion to authorize the proper officials to enter into a Forty-Fort Recycling Billing Agreement, subject to final Solicitor approval.
Seconded by Mr. Linskey.
Motion carried unanimously.

VIII. Stormwater Committee Report

Mr. Cross, Chairperson

- A. Mr. Cross made a motion to authorize the proper officials to approve Service Order 25 Amendment No. 1 for Borton-Lawson Engineering, Inc. in an amount not to exceed \$20,410.00 for required 2023 Baseline Survey/Report and 2-year Monitoring/ Assessment for 2024 and 2025 of the required 5-year monitoring period.
Seconded by Mr. Bovani.
Motion carried unanimously.
- B. Mr. Cross made a motion to authorize the proper officials to enter into a Stream Bank Restoration Agreement with Drinker Realty Corporation as part of WWSA Warrior Creek Stream Bank Restoration Project.
Seconded by Mr. Blandina.
Motion carried unanimously.

- C. Mr. Cross made a motion to authorize proper officials to award construction contract to Mitchell Knorr Contracting in the low bid amount of \$456,000.00 for the Plains Township Stormwater Park Wet Pond, subject to final Solicitor approval.
Seconded by Mr. Morgan.
Motion carried unanimously.
- D. Mr. Cross made a motion to authorize proper officials to award construction contract to Rutledge Excavating, Inc. in the low bid amount of \$563,768.25 for Abrahams Creek Stream Restoration Phase 1, subject to final Solicitor approval.
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 and bid for the supply and delivery of 1-ton cylinders of liquid chlorine to the WWSA Plant.
Seconded by Mr. Mazur.
Motion carried unanimously.
- B. Mr. McLaughlin made a motion to authorize the proper officials to purchase additional Phosphorus Credits needed for Compliance Year 2023. Credits will be purchased from the highlighted municipal vendors on the Nutrient Credit Marketing Summary. Current additional proposed purchases total \$28,332 and all agreements are subject to final solicitor review and approval.
Seconded by Mr. Latinski.
Motion carried unanimously.
- C. Mr. McLaughlin made a motion to authorize the sale of any remaining nitrogen credits for compliance year 2023 based upon recommendation of Material Matters and Bernie Biga, and final approval by executive director and solicitor.
Seconded by Mr. Glazenski.
Motion carried unanimously.
- D. Mr. McLaughlin made a motion to authorize the proper officials to approve Scope Change Order No. 12 in the amount of \$65,974.00 for modifications and additional site work at the WWSA Field Services Building.
Seconded by Mr. Morgan.
Motion carried unanimously.
- E. Mr. McLaughlin made a motion to authorize the proper officials to approve Scope Change Order No. 13 in the amount of 19,855.00 for

interior renovations at the WVSA Field Services Building to accommodate additional privacy per latest legislation.
Seconded by Mr. Bovani.
Motion carried unanimously.

X. Personnel Committee Report

Mr. Wall, Personnel Chairperson

- A. Mr. Mazur made a motion to authorize the proper officials to adopt Resolution No. 12 approving amendments to the Wyoming Valley Sanitary Authority Personnel Policies.
Seconded by Mr. Morgan.
Motion carried unanimously.
- B. Mr. Mazur made a motion to accept recommendation of Personnel Committee to terminate Employee No.3526 as discussed in Executive Session.
Seconded by Mr. Blandina.
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 October 2023 Board Report:

- Sanitary- \$995,837.60
- Stormwater- \$122,267.84
- Total for Operating Budget Bills- **\$1,118,105.44**

Seconded by Mr. Linskey.

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

Motion carried.

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 October 2023 Board Report:

- Sanitary - \$84,826.19
- Stormwater- \$268.00
- Total for Capital Budget Bills- **\$85,094.19**

Seconded by Mr. Glzenski.

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 October 2023 Board Report: **\$56,778.75**
Seconded by Mr. Bovani.
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 October 2023 Board Report: **\$259,409.78**
Seconded by Mr. Blandina.
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 October 2023 Board Report:

- Sanitary- \$799.27
- Stormwater- \$1,016.05
- Total for Cash Refunds- **\$1,815.32**

Seconded by Mr. Mazur.

Motion carried unanimously.

XV. Payment of Stormwater Municipal Savings.

Mr. Cross, Finance Chairperson

Mr. Cross made a motion to approve payment from the Stormwater Municipal Savings Account to Forty Fort Borough in the amount of \$4,000.00, Jenkins Township in the amount of \$4,400.00, Jackson Township in the amount of \$20,557.00, Luzerne Borough in the amount of \$1,800.00, Pittston City in the amount of \$15,414.88 and Courtdale Borough in the amount of \$500.00 for a total of **\$46,671.88**.

Seconded by Mr. Morgan.

Motion carried unanimously.

XVI. Old Business

None.

XVII. New Business

None.

XVIII. The next meeting of the Board is Tuesday, November 21, 2023 at 5:30 p.m.

XIX. Adjourn

Motion made by Mr. Bovani.

Seconded by Mr. Latinski.

Motion carried unanimously.