

WYOMING VALLEY SANITARY AUTHORITY  
BOARD MEETING MINUTES

DATE 10-24-23

The regularly scheduled meeting of the Wyoming Valley Sanitary Authority Board of Directors was held on Tuesday, September 19, 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**

Mike Belusko  
James Blandina  
Dante Bovani, Jr.  
Shawn Brown  
Anthony Glazenski

Samuel T. Guesto Jr.  
Phillip Latinski  
Bob Linskey  
Joseph Mazur

John Morgan  
John Sopp  
David Stochla  
Thomas Wall

**Members Excused**

Joseph Chernouskas  
Gerald Cross  
Jeff McLaughlin

**Others Present**

Jim Tomaine, P.E.  
Andy Reilly  
Bernie Biga  
Samantha Albert, P.E.  
Kim Philbin

Atty. William T. Finnegan Jr. (Solicitor)  
Wendy Graves  
Brian McDermott  
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 issue and real estate and Mr. Guesto apologized for running late.

**V. Public Comment Period**

No public comment.

**VI. Approval of WWSA July 18, 2023 Regular Board Minutes.**

Motion made by Mr. Mazur.

Seconded by Mr. Sopp.

Motion carried unanimously.

**VII. Approval of WWSA August 14, 2023 Stormwater Committee Minutes.  
Stormwater Committee Members Only**

Motion made by Mr. Sopp.

Seconded by Mr. Bovani.

Motion carried unanimously.

**VIII. Finance Committee Report**

- A. Mr. Sopp made a motion to accept the Minimum Municipal Obligation Worksheet for the Wyoming Valley Sanitary Authority Pension Plan for Fiscal Year 2024 and approval of MMO in the amount of \$877,750.00.  
Seconded by Mr. Morgan.  
Motion carried unanimously.
  
- B. Mr. Sopp made a motion to authorize the proper officials to adopt Resolution No. 10 electing to amend its Non-Uniform Pension Plan administered by the Pennsylvania Municipal Retirement System pursuant to article IV of the Pennsylvania Municipal Retirement Law to establish the rate of member contributions at 4.5% for the period January 1, 2024 through December 31, 2024; agreeing to be bound by all provisions of the Pennsylvania Municipal Retirement Law as amended and as applicable to member municipalities.  
Seconded by Mr. Morgan.  
Motion carried unanimously.
  
- C. Mr. Sopp made a motion to authorize the proper officials to enter into a contract with Innamorati Appraisal Services for an Industrial Appraisal of the WWSA Plant, Individual Pump Stations, Kingston Business office and the Field Services Facility in an amount not to exceed \$10,000.00.  
Seconded by Mr. Glzenski.  
Motion carried unanimously.

## **IX. Stormwater Committee Report**

- A. Mr. Latinski made a motion to authorize the proper officials to adopt Resolution No.11 designating the Chairman, Samuel T. Guesto, Jr., Secretary, Phillip Latinski, and/or Assistant Secretary, Jeff McLaughlin to be authorized signatories on the Watershed Restoration and Protection program Grant from the Commonwealth Financing Authority of the Commonwealth of Pennsylvania to be used for Mill Creek Streambank Restoration.  
Seconded by Mr. Mazur.  
Motion carried unanimously.
  
- B. Mr. Latinski made a motion to authorize the proper officials to approve final Change Order No. 1 with Rutledge Excavating, Inc. for final reconciliation of quantities for Spring Run 2/Solomon Creek Stream Restoration Project in a deduct amount of \$92.65.  
Seconded by Mr. Sopp.  
Motion carried unanimously.
  
- C. Mr. Latinski made a motion to authorize the proper officials to approve Amendment No. 1 with A+E Group for additional survey for the Plains Township Stormwater Park Wet Pond for an amount not to exceed \$1,913.00.  
Seconded by Mr. Morgan.  
Motion carried unanimously.

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

- A. Mr. Belusko made a motion to authorize the proper officials to award a contract to Fehlinger Construction Group, Inc. in the low bid amount of \$232,230.00 for Project #16-23 North Street Junction Chamber Modification.  
Seconded by Mr. Bovani.  
Motion carried unanimously.
  
- B. Mr. Belusko made a motion to authorize the proper officials to award a contract to GoTo Technologies USA, Inc. for a monthly fee of \$2,136.93 for a period of 60 months for purchase, installation and maintenance of a new WWSA phone system to be initiated in October.  
Seconded by Mr. Morgan.  
Motion carried unanimously.
  
- C. Mr. Belusko made a motion to authorize the proper officials to execute a Nutrient Credit Purchase Agreement with Furmano Foods, Inc. for the purchase from WWSA of 75,000 Nitrogen credits at \$3.00 per credit, subject to final Solicitor approval.  
Seconded by Mr. Glzenski.  
Motion carried unanimously.

- D. Mr. Belusko made a motion to authorize the proper officials to execute a Nutrient Credit Purchase Agreement with Altoona Water Authority for WWSA to purchase 2,000 Phosphorus Credits at \$3.50 per credit, subject to final Solicitor approval.  
Seconded by Mr. Blandina.  
Motion carried unanimously.
- E. Mr. Belusko made a motion to authorize the proper officials to execute a Nutrient Credit Purchase Agreement with City of Lancaster for WWSA to purchase 10,000 Phosphorus Credits at \$3.75 per credit.  
Seconded by Mr. Morgan.  
Motion carried unanimously.
- F. Mr. Belusko made a motion to authorize the proper officials to execute an Addendum to the Nutrient Credit Purchase Agreement with Papetti's Hygrade Egg Products, Inc. to reduce the purchase of Nitrogen Credits from WWSA by 5,000 credits from 25,000 to 20,000.  
Seconded by Mr. Blandina.  
Motion carried unanimously.
- G. Mr. Belusko made a motion to authorize the proper officials to execute Phase II of the WWSA River Mixing Study with Material Matters Inc., in an amount not to exceed \$56,500.00.  
Seconded by Mr. Morgan.  
Motion carried unanimously.
- H. Mr. Belusko made a motion to authorize the proper officials to join the Lower South Valley Council of Government to benefit from the use of equipment, paving and fuel savings at an annual fee of \$400.00 plus costs.  
Seconded by Mr. Blandina.  
Motion carried unanimously.
- I. Mr. Belusko made a motion to authorize the appointment of Andrew Reilly, CEO, as WWSA's Representative to the Lower South Valley Council of Governments.  
Seconded by Mr. Morgan.  
Motion carried unanimously.
- J. Mr. Belusko made a motion to authorize the proper officials to execute Change Order No.2 with Champion Builders, Inc. for additional work at the Field Service Building in an amount not to exceed \$100,186.89.  
(General Construction, Contract No.1)  
Seconded by Mr. Blandina.  
Motion carried unanimously.

- K. Mr. Belusko made a motion to authorize the proper officials to execute Change Order No.1 with Troy Mechanical, Inc. for additional work at the Field Service Building in an amount not to exceed \$7,223.00. (Mechanical Construction, Contract No.2)  
Seconded by Mr. Mazur.  
Motion carried unanimously.
  
- L. Mr. Belusko made a motion to authorize the proper officials to execute Change Order No.1 with Urban Electrical Contractors for additional work and credits at the Field Service Building in an amount not to exceed \$11,332.14. (Electrical Construction, Contract No.4)  
Seconded by Mr. Glzenski.  
Motion carried unanimously.
  
- M. Mr. Belusko made a motion to authorize the proper officials to transfer miscellaneous electric accounts to broker for a fixed discount for a period of 14 months.  
Seconded by Mr. Bovani.  
Motion carried unanimously.

**XI. Personnel Committee Report**

*Mr. Wall, Chairperson*

- A. Mr. Wall made a motion to authorize disciplinary action for WWSA Employees as recommended by the Personnel Committee and as discussed in Executive Session.  
Seconded by Mr. Bovani.  
Motion carried unanimously.

**XII. Payment of Operating Budget Bills.**

Mr. Sopp made a motion to approve payment of the Operating Budget Bills as accrued and expended as of September 2023 Board Report:

• August Sanitary-	\$1,102,090.90
• September Sanitary-	\$758,583.93
• August Stormwater-	\$169,998.85
• September Stormwater-	\$116,685.25
• Total for Operating Budget Bills-	<b>\$2,147,348.93</b>

Seconded by Mr. Linskey.  
Motion carried unanimously.

**XIII. Payment of Capital Budget Bills.**

Mr. Sopp made a motion to approve payment of the Capital Budget Bills as accrued and expended as of September 2023 Board Report:

- August Sanitary - \$155,280.50
- September Sanitary- \$210,101.88
- August Stormwater- \$0
- September Stormwater- \$3,909.00
- Total for Capital Budget Bills- **\$369,291.38**

Seconded by Mr. Blandina.

Motion carried unanimously.

**XIV. Payment of Special Project Bills.**

A. Mr. Sopp made a motion to approve payment of the Stormwater Special Project Bills, M&T Line of Credit as accrued and expended as of September 2023 Board Report:

- August- \$145,378.08
- September- \$43,269.24
- Total for M&T Line of Credit- **\$188,647.32**

Seconded by Mr. Linskey.

Motion carried unanimously.

B. Mr. Sopp made a motion to approve payment of the Sanitary Special Project Bills, Fidelity Loan as accrued and expended as of July 2023 Board Report:

- August- \$608,932.80
- September- \$171,094.75
- Total for Fidelity Loan- **\$780,027.55**

Seconded by Mr. Mazur.

Motion carried unanimously.

**XV. Payment of Cash Refunds.**

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

- August Sanitary- \$2,987.60
- September Sanitary- \$3,768.78
- August Stormwater- \$988.81
- September Stormwater- \$312.68
- Total for Cash Refunds- **\$8,057.87**

Seconded by Mr. Belusko.

Motion carried unanimously.

**XVI. Payment of Stormwater Municipal Savings**

Mr. Sopp made a motion to approve payment from the Stormwater Municipal Savings Account to Luzerne Borough in the amount of \$881.12, Wilkes-Barre Township in the amount of \$17,130.00, Courtdale Borough in the amount of \$500.00, and Pittston City in the amount of \$15,414.88 for a total of **\$33,926.00**.  
Seconded by Mr. Glzenski.  
Motion carried unanimously.

**XVII. Old Business**

None.

**XVIII. New Business**

A. Mr. Belusko made a motion to ratify WVSA Executive Committee approval of 90 day Operation and Maintenance Agreement with Sewer Authority of Township of Plains to assist with its short term operational needs.  
Seconded by Mr. Morgan.  
Motion carried unanimously.

**XIX.** The next meeting of the Board is Tuesday, October 24, 2023 at 5:30 p.m.  
Please note this is a change from the regularly scheduled October 17<sup>th</sup> Meeting.

**XX. Adjourn**

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