

BOARD APPROVED
DATE 9-19-2023

WYOMING VALLEY SANITARY AUTHORITY
BOARD MEETING MINUTES

The regularly scheduled meeting of the Wyoming Valley Sanitary Authority Board of Directors was held on Tuesday, July 18, 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

Mike Belusko
James Blandina
Dante Bovani, Jr.
Shawn Brown
Joseph Chernouskas

Gerald Cross
Anthony Glazenski
Samuel T. Guesto Jr.
Phillip Latinski
Bob Linskey

Jeff McLaughlin
John Morgan
John Sopp
Thomas Wall

Members Excused

Joseph Mazur
David Stochla

Others Present

Jim Tomaine, P.E.
Andy Reilly
Sandy Bartosiewicz
Bernie Biga
Kim Philbin

Atty. William T. Finnegan Jr. (Solicitor)
Brian McDermott
Emily Bogarowski
Donna Gillis
Jeff Colella

IV. Announcements

Mr. Guesto welcomed our new CEO, Andrew Reilly.

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, real estate and litigation.

Mr. Guesto announced that the Wyoming Valley Sanitary Authority is presently scheduled to close on the acquisition of the Larksville Collection

System on August 1, 2023. Mr. Guesto commended the staff on a job well done in adding more services to the WVSA.

V. Public Comment Period

No public comment.

VI. Approval of WVSA May 23, 2023 Regular Board Minutes.

Motion made by Mr. Latinski.

Seconded by Mr. Wall.

VII. Safety and Security Committee Report

Mr. Morgan, Chairperson

A. Mr. Morgan made a motion to authorize the proper officials to complete installation and licensing of new camera equipment through COSTARS Supplier, GRIDLESS POWER, Pennsauken, New Jersey in an amount not to exceed \$61,126.18.

Seconded by Mr. Bovani.

Motion carried unanimously.

VIII. Finance Committee Report

Mr. Cross, Chairperson

A. Mr. Cross made a motion to authorize acceptance of the 2021-2022 Year End and Single Audit.

Seconded by Mr. Sopp.

Motion carried unanimously.

B. Mr. Cross made a motion to authorize the Finance Director or designee to obtain proposals for customer credit card processing fees.

Seconded by Mr. Morgan.

Motion carried unanimously.

C. Mr. Cross made a motion to approve Resolution No. 9 authorizing the submission of a Financial Assistance Application in an amount not to exceed Nineteen Million Dollars to the Pennsylvania Infrastructure Investment Authority for the Eastside Interceptor Rehabilitation Phase 2 Project located in the City of Wilkes-Barre, Luzerne County, Commonwealth of Pennsylvania.

Seconded by Mr. Sopp.

Motion carried unanimously.

D. Mr. Cross made a motion to authorize the Board Chairperson to execute a Letter of Responsibility in the amount of \$19,000,000.00 to the Pennsylvania Infrastructure Investment Authority from the Wyoming Valley Sanitary Authority for the Eastside Interceptor Rehabilitation Phase 2 in the City of Wilkes-Barre, Luzerne County.

Seconded by Mr. Sopp.
Motion carried unanimously.

- E. Mr. Cross made a motion to authorize the CEO to apply for a membership to Penn's Northeast.
Seconded by Mr. Sopp.
Motion Carried unanimously.

IX. Stormwater Committee Report

Mr. Cross, Chairperson

- A. Mr. Cross made a motion to authorize the Stormwater Committee to award a contract to the lowest responsible bidder for the Wyoming Valley West High School Rain Garden Project upon receipt of bids at a committee meeting in August of 2023.
Seconded by Mr. Glzenski.
Motion carried unanimously.
- B. Mr. Cross made a motion to authorize the proper officials to approve Amendment No. 10 for Borton-Lawson Engineering, Inc. in an amount not to exceed \$58,100.00 for Stormwater Program Management for continued services through Dec 31, 2023.
Seconded by Mr. Morgan.
Motion carried unanimously.
- C. Mr. Cross made a motion to authorize the proper officials to enter into a Partnership Agreement with the Luzerne County Flood Protection Authority for inclusion of their Raingarden Project as part of WWSA Abrahams Creek Forty-Fort Stream Restoration Project.
Seconded by Mr. Sopp.
Motion carried unanimously.

X. Operations and Infrastructure Committee Report

Mr. McLaughlin, Chairperson

- A. Mr. McLaughlin made a motion to authorize the proper officials to approve Amendment No. 1 to Borton- Lawson Engineering, Inc. in an amount not to exceed \$5,000.00 for additional survey and hydraulic modeling services for the Kosciuszko Interceptor (Pump Station No. 18 Interceptor) Flow Study.
Seconded by Mr. Morgan.
Motion carried unanimously.
- B. Mr. McLaughlin made a motion to authorize the proper officials to enter into a Nutrient Credit Agreement with TALEN Energy Marketing, LLC. for the sale of 15,000 nitrogen credits in the amount of \$10.00 per credit, subject to final Solicitor approval.

Seconded by Mr. Belusko.
Motion carried unanimously.

- C. Mr. McLaughlin made a motion to authorize the proper officials to adopt Resolution No. 6 establishing Sewer Collection Maintenance Fees and Temporary Policies relative to discounts and unpaid balance fees relative to the newly acquired Borough of Larksville Sewer Collection System.
Seconded by Mr. Blandina.
Motion carried unanimously.
- D. Mr. McLaughlin made a motion to authorize the proper officials to adopt Resolution No. 7 approving amendments to the Wyoming Valley Sanitary Authority Sanitary and Stormwater Division Rules and Regulations and credit and related policies to include the enactment of Municipal Collection System Division Rules and Regulations together with the standard sanitary sewer details and standard construction specifications for sanitary sewer system extensions, as amended, subject to final Solicitor approval.
Seconded by Mr. Morgan.
Motion carried unanimously.
- E. Mr. McLaughlin made a motion to authorize the proper officials to adopt Resolution No. 8 establishing a fee schedule for WWSA-Owned Sanitary Sewer Collection Systems to cover application fees for new connections, inspections fees for new connections, capital fees and miscellaneous charges with the exception of Section III (B) governing Tapping Fees for which further study will be undertaken.
Seconded by Mr. Bovani.
Motion Carried unanimously.
- F. Mr. McLaughlin made a motion to authorize the proper officials to prepare plans, specifications and advertise for the North Street Junction Chamber Modification Project. This project is pre-work related to the future East Side Interceptor Rehabilitation Project and is part of the effort to reduce bypass pumping costs.
Seconded by Mr. Glzenski.
Motion carried unanimously.
- G. Mr. McLaughlin made a motion to authorize the proper officials to prepare plans, specifications and advertise for the Wastewater Treatment Plant Utility Water Suction Strainers & Piping Upgrades. This project includes installation of (2) new 12" suction strainers, piping modification and appurtenances.
Seconded by Mr. Morgan.
Motion carried unanimously.

H. Mr. McLaughlin made a motion to authorize the proper officials to execute Change Order No. 1 with Champion Builders, Inc. for installation of PennDot Permitted Driveway at the Field Service Building in an amount not to exceed \$81,548.54. (General Construction, Contract1)
Seconded by Mr. Blandina.
Motion carried unanimously.

XI. Personnel Committee Report

Mr. Wall, Chairperson

- A. Mr. Wall made a motion to approve Separation Agreement with Employee Number 3334 as recommended by Personnel Committee and as discussed in Executive Session.
Seconded by Mr. Morgan.
Motion carried unanimously.
- B. Mr. Wall made a motion to approve status change as recommended by Personnel Committee and as discussed in Executive Session.
Seconded by Mr. Bovani.
Motion carried unanimously.

XII. 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 July 2023 Board Report:

- June Sanitary- \$1,073,927.88
- July Sanitary- \$511,865.03
- June Stormwater- \$240,972.88
- July Stormwater- \$46,524.54
- Total for Operating Budget Bills- **\$1,873,290.33**

Seconded by Mr. Latinski.

Motion carried unanimously.

XIII. 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 July 2023 Board Report:

- June Sanitary - \$692,504.19
- July Sanitary- \$345,419.00
- June Stormwater- \$102,749.73
- July Stormwater- \$28,209.00
- Total for Capital Budget Bills- **\$1,168,881.92**

Seconded by Mr. Sopp.

Motion carried unanimously.

XIV. 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 July 2023 Board Report:

- June- \$59,783.51
- July- \$3,246.79
- Total for M&T Line of Credit- **\$63,030.30**

Seconded by Mr. Blandina.

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 July 2023 Board Report:

- June- \$373,584.87
- July- \$113,036.04
- Total for Fidelity Loan- **\$486,620.91**

Seconded by Mr. Morgan.

Motion carried unanimously.

XV. Payment of Cash Refunds.

Mr. Cross, Finance Chairperson

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

- June Sanitary- \$894.22
- July Sanitary- \$0
- June Stormwater- \$825.69
- July Stormwater- \$345.97
- Total for Cash Refunds- **\$2,065.88**

Seconded by Mr. Belusko.

Motion carried unanimously.

XVI. Payment of Stormwater Municipal Savings.

Mr. Cross, Finance Chairperson

Mr. Cross made a motion to approve payment from the Stormwater Municipal Savings Account to Jenkins Township in the amount of \$34,107.62, Hanover Township in the amount of \$31,358.22, Duryea Borough in the amount of \$17,045.00, Pittston Township in the amount of \$28,655.00 and Kingston Borough in the amount of \$5,593.41 for a total of **\$127,309.57**.

Seconded by Mr. Sopp.

Motion carried unanimously.

XVII. Old Business

None.

XVIII. New Business

Mr. McLaughlin, Operations and Infrastructure Chairperson

- A. Mr. McLaughlin made a motion to authorize the proper officials to negotiate the purchase of the property at 163 South Wyoming Avenue, Kingston, PA. for an amount not to exceed the consideration discussed in Executive Session.
Seconded by Mr. Morgan.
Motion carried unanimously.

Mr. Guesto wanted it recorded in the minutes all of the work that is being done due to the Stormwater Fee. We have done 745 catch basins to date, over 200 miles of street sweeping this year and catch basin cleaning in all of our municipalities in our Stormwater region. The Board wants to thank all involved in making this happen and let them know it is a job well done.

XIX. The next meeting of the Board is Tuesday, September 19, 2023 at 5:30 p.m.

XX. Adjourn

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