

BOARD APPROVED
DATE 4-16-2024

**WYOMING VALLEY SANITARY AUTHORITY
BOARD MEETING MINUTES**

The regularly scheduled meeting of the Wyoming Valley Sanitary Authority Board of Directors was held on Tuesday, March 19, 2024 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	Anthony Glazenski	John Morgan
Joseph Mazur	Samuel T. Guesto Jr.	John Sopp
Shawn Brown	Phillip Latinski	Thomas Wall
Joseph Chernouskas	Bob Linskey	
Gerald Cross	Jeff McLaughlin	

Members Excused

Mike Belusko
David Stochla
Dante Bovani

Others Present

Jim Tomaine, P.E.	Atty. William T. Finnegan Jr. (Solicitor)
Andy Reilly	Wendy Graves
Bernie Biga	Jeff Colella
Samantha Albert, P.E.	Kim Philbin
Sandy Bartosiewicz	Rick Oravic
Barry Motsko	Brian McDermott

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.

Mr. Guesto congratulated The Director of Engineering, Samantha Albert on receiving the NEPA Top 25 Women in Business Award.

Mr. McLaughlin made a motion to amend Section VIII. C. of the Agenda to reflect \$120,000.00 trade in value for the Street Sweeper instead of \$100,000.00.

Seconded by Mr. Morgan.

Motion carried unanimously.

V. Public Comment Period

None.

VI. Approval of WWSA February 20, 2024 Regular Board Minutes.

Motion made by Mr. Latinski.

Seconded by Mr. Mazur.

Motion carried unanimously.

VII. Stormwater Committee Report

Mr. Cross, Chairperson

- A. Mr. Cross made a motion to authorize the proper officials to award a contract to CPA Pavement Services, Inc. in the lowest responsible bid amount of \$163,508.86 for the construction of the Motorworld Stormwater Basin Retrofit Project, pending administrative review of bidder documentation by US EPA and pending Solicitor approval.
Seconded by Mr. Morgan.
Motion carried unanimously.
- B. Mr. Cross made a motion to authorize the approved proposal from Midlantic Engineering in an amount not to exceed \$5,700.00 for geotechnical services for the Wyoming Valley Mall Stormwater Basin Retrofit Project.
Seconded by Mr. Morgan.
Motion carried unanimously.
- C. Mr. Cross made a motion to authorize the proper officials to prepare specifications, advertise and receive bids for the Newport Creek Stream Bank Restoration Project.
Seconded by Mr. Sopp.
Motion carried unanimously.
- D. Mr. Cross made a motion to authorize the proper officials to prepare specifications, advertise and receive bids for the Abrahams Creek Phase 2 Stream Bank Restoration Project.
Seconded by Mr. Blandina.
Motion carried unanimously.

VIII. Operations and Infrastructure Committee Report

Mr. McLaughlin, Chairperson

- A. Mr. McLaughlin made a motion to authorize the proper officials to enter into an agreement with Verdantas LLC, formerly Borton Lawson Engineering Inc, in an amount not to exceed \$16,400.00 for preparation of technical specifications and plans for the replacement of the main electrical busway for the Administration & Laboratory buildings and Incinerator, subject to final Solicitor approval.
Seconded by Mr. Morgan.
Motion carried unanimously.

- B. Mr. McLaughlin made a motion to authorize the proper officials to award a contract to Paradigm Roofing Contractors Inc. in the lowest responsible bid amount of \$107,750.00 for Laboratory Re-Roofing Project.
Seconded by Mr. Mazur.
Motion carried unanimously.

- C. Mr. McLaughlin made a motion to authorize the proper officials to sell the three following vehicles: Sale of Vehicle #142 a 2019 Aqua-Tech Freightliner Vac Truck Vin#1FVHG5CY1HHHX3867 Plate #MG-1855K for \$130,000.00, sale of Vehicle #143 a 2019 Aqua-Tech Freightliner Vac Truck Vin# 1FVHG5FEXKHKD8618 Plate #MG-1856K for \$150,000.00 and the trade of Vehicle #154 a 2019 Schwarze Freightliner Street Sweeper Vin# 1FVACXFC8KHKL5261 Plate #MG-9010K for \$120,000.00. Funds to be utilized to purchase new replacement equipment.
Seconded by Mr. Sopp.
Motion carried unanimously.

IX. Personnel Committee Report

Mr. Wall, Chairperson

- A. Mr. Wall made a motion to authorize the proper individuals to extend offers of employment to the individuals named in Executive Session.
Seconded by Mr. Sopp.
Motion carried unanimously.

- B. Mr. Wall made a motion to implement disciplinary action (termination) relative to employee 3463.
Seconded by Mr. Morgan.
Motion carried unanimously.

C. Mr. Wall made a motion to authorize the proper individuals to fill eight intern positions at a rate of \$15.00 per hour.

Seconded by Mr. Sopp.

Motion carried unanimously.

D. Mr. Wall made a motion to reactivate employee 3475.

Seconded by Mr. Mazur.

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 March 2024 Board Report:

- Sanitary- \$919,193.20
- Stormwater- \$165,277.00
- Total for Operating Budget Bills- **\$1,084,470.20**

Seconded by Mr. Latinski.

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 March 2024 Board Report:

- Sanitary - \$147,666.79
- Stormwater- \$487,993.88
- Total for Capital Budget Bills- **\$635,660.67**

Seconded by Mr. Glzenski.

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 March 2024 Board Report: **\$7,127.80**

Seconded by Mr. Morgan.

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 March 2024 Board Report: **\$157,502.44**

Seconded by Mr. Sopp.

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 March 2024 Board Report:

- Sanitary- \$1,449.98
- Stormwater- \$303.19
- Total for Cash Refunds- **\$1,753.17**

Seconded by Mr. Blandina.

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 the Township of Pittston in the amount of \$9,500.00 and the Township of Jenkins in the amount of \$24,025.80 for a total of **\$33,525.80**.

Seconded by Mr. Sopp.

Motion carried unanimously.

XV. Old Business

None.

XVI. New Business

Mr. Wall, Personnel Chairperson

A. Mr. Wall made a motion to extend offer for CFO position upon terms discussed in executive session.

Seconded by Mr. Mazur.

Motion carried unanimously.

B. Mr. Wall made a motion to approve Professional Consulting Agreement for engineering and related services upon terms discussed in executive session, subject to final Solicitor approval.

Seconded by Mr. Morgan.

Motion carried unanimously.

XVII. The next meeting of the Board is Tuesday, April 16, 2024 at 5:30 p.m.

XVIII. Adjourn

Motion made by Mr. Sopp.

Seconded by Mr. Morgan.

Motion carried unanimously.

