

BOARD APPROVED

DATE 1/18/2023

WYOMING VALLEY SANITARY AUTHORITY  
BOARD MEETING MINUTES

The regularly scheduled meeting of the Wyoming Valley Sanitary Authority Board of Directors was held on Tuesday, December 13, 2022 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*

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BY: .....

**Members Present**

Mike Belusko  
James Blandina  
Dante Bovani, Jr.  
Gerald Cross  
Anthony Glazenski

Samuel T. Guesto Jr.  
Phillip Latinski  
Bob Linskey  
Jeff McLaughlin  
John Morgan

Russell Singer  
John Sopp  
David Stochla (via phone)  
Thomas Wall

**Members Absent or Excused**

Joseph Chernouskas  
Joseph Mazur

**Others Present**

James Tomaine, P.E.  
Sandy Bartosiewicz  
Bernie Biga  
Rob Krehely  
Mark Mazur

Atty. William T. Finnegan Jr. (Solicitor)  
Wendy Graves  
Jeff Colella  
Steve Mocarsky (CV Reporter)

**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.
- B. Attorney Finnegan announced that the Board met with its legal counsel on December 8<sup>th</sup> to discuss personnel matters involving the discipline and investigation of two WVSA Employees and extending an offer of employment for a Senior Billing Clerk in the WVSA Business Office.

- C. Mr. Guesto recognized Mr. Russell Singer for over two decades of service to the Wyoming Valley Sanitary Authority as the Swoyersville Representative. Mr. Singer spoke of his time on the Board also.

**V. Public Comment Period**

No public comment.

**VI. Approval of WWSA November 15, 2022 Regular Board Minutes.**

Motion made by Mr. Latinski.

Seconded by Mr. Wall.

Motion carried unanimously.

**VII. Finance Committee Report**

*Mr. Cross, Chairperson*

- A. Mr. Cross made a motion to authorize the proper officials to adopt the 2023 Wyoming Valley Sanitary Authority Operating Budget as distributed by Memorandum dated December 5, 2022.  
Seconded by Mr. Sopp.  
Motion carried unanimously.
- B. Mr. Cross made a motion to authorize the proper officials to adopt the 2023 Wyoming Valley Sanitary Authority Stormwater Operating Budget as distributed by Memorandum dated December 5, 2022.  
Seconded by Mr. Linskey.  
Motion carried unanimously.
- C. Mr. Cross made a motion to authorize the proper officials to adopt the 2023 Wyoming Valley Sanitary Authority Sanitary Capital Budget as distributed by Memorandum dated December 5, 2022.  
Seconded by Mr. Morgan.  
Motion carried unanimously.
- D. Mr. Cross made a motion to authorize the proper officials to adopt the 2023 Wyoming Valley Sanitary Authority Stormwater Capital Budget as distributed by Memorandum dated December 5, 2022.  
Seconded by Mr. Sopp.  
Motion carried unanimously.
- E. Mr. Cross made a motion to authorize the proper officials to adopt Resolution No. 8 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, 2023 through December 31, 2023.  
Seconded by Mr. Bovani.  
Motion carried unanimously.

- F. Mr. Cross made a motion to authorize the ratification of the actions taken relative to the Pennsylvania Municipal Health Insurance Cooperative (PMHIC):
1. Grant Proxy Vote to the PMHIC Secretary.
  2. Vote for specified PMHIC Board of Directors.
  3. Vote to approve all amendments to PMHIC Agreement.
- Seconded by Mr. Sopp.  
Motion carried unanimously.
- G. Mr. Cross made a motion to authorize the proper officials to adopt Amendment No.1 to the Operation and Maintenance Agreement between WVSA and Larksville Borough to authorize billing for Larksville's Sanitary Sewer Conveyance System.
- Seconded by Mr. Morgan.  
Motion carried unanimously.
- H. Mr. Cross made a motion to authorize the proper officials to execute an employment offering letter with a Larksville Borough Employee to work as a Senior Billing Clerk as agreed to in connection with the APA between Larksville Borough and WVSA and as discussed in executive session.
- Seconded by Mr. Linskey.  
Motion carried unanimously.
- I. Mr. Cross made a motion to authorize the proper officials to adopt Resolution No. 12 authorizing application for a COVID-19 ARPA H2O Grant of \$11,921,000.00 from the Commonwealth Financing Authority to be used for the San Souci Force Main Replacement Project.
- Seconded by Mr. Morgan.  
Motion carried unanimously.

### **VIII. Stormwater Committee Report**

*Mr. Cross, Chairperson*

- A. Mr. Cross made a motion to authorize the proper officials to execute Change Order No. 1 with Merut Construction Corporation for additional construction for Townsend Basin Retrofit in an amount not to exceed \$3,800.00.
- Seconded by Mr. Bovani.  
Motion carried unanimously.

- B. Mr. Cross made a motion to authorize the proper officials to adopt Resolution No. 9 approving Amendment No. 2 to planning assistance to State's program letter of agreement between the Department of the Army and the Wyoming Valley Sanitary Authority for the Wyoming Valley Sanitary Authority Municipal Separate Storm Sewer System (MS4) Mapping. The Wyoming Valley Sanitary Authority's 50% share will be \$235,000.00.  
Seconded by Mr. Glzenski.  
Motion carried unanimously.
- C. Mr. Cross made a motion to authorize the proper officials to adopt Resolution No.10 authorizing application for an H2O grant in the amount of \$2,700,000.00. from CFA for MS4 Warrior Creek Stream Bank Restoration Project.  
Seconded by Mr. Sopp.  
Motion carried unanimously.
- D. Mr. Cross made a motion to authorize the proper officials to adopt Resolution No.11 authorizing the Application for Small Water and Sewer Grant from their program in the amount of \$340,000.00.  
Seconded by Mr. Linskey.  
Motion carried unanimously.
- E. Mr. Cross made a motion to authorize the proper officials to enter into a partnership agreement with Plains Township for construction of a Stormwater Park at Plain Township Municipal Park located off Clark Lane in accordance with the WWSA Pollutant Reduction Plan.  
Seconded by Mr. Morgan.  
Motion carried unanimously.

**IX. Operations and Infrastructure Committee Report**

*Mr. McLaughlin, Chairperson*

- A. Mr. McLaughlin made a motion to authorize the proper officials to award a contract to Warminster Fiberglass in the amount \$97,800.00 plus Freight for Project 17-22 to furnish and deliver a complete fiberglass equipment enclosure. This enclosure will be installed under Project 16-22.  
Seconded by Mr. Cross.  
Motion carried unanimously.
- B. Mr. McLaughlin made a motion to authorize the proper officials to trade-in WWSA surplus vehicle No. 171, a 2019 Ford F550, in accordance with Stormwater Capital Budget, for \$50,000.00 to Bonner Chevrolet to offset cost of new 2022 Diesel Chevy Silverado 5500 Dump.  
Seconded by Mr. Bovani.  
Motion carried unanimously.

C. Mr. McLaughlin made a motion to authorize the proper officials to trade-in WWSA surplus vehicle No. 145, a 2019 Freightliner Truck with Schwartz Street Sweeper VIN number 1FVACXFC7KHKF6145, in accordance with Stormwater Capital Budget, for \$112,500.00 to Medico Industries to offset the cost of a new 2022 Schwartz A 9 Monsoon Street Sweeper.

Seconded by Mr. Blandina.

Motion carried unanimously.

D. 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 an amount not to exceed \$61,720.00 for January 2023- June 2023.

Seconded by Mr. Glzenski.

Motion carried unanimously.

E. Mr. McLaughlin made a motion to authorize the proper officials to ratify Change Request No. 3 with Champion Builders, Inc. for heating system at proposed Stormwater Offices located at 1280 San Souci Parkway, Hanover Township, Pa. in the amount of \$63,949.00.

Seconded by Mr. Belusko.

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 December 2022 Board Report:

- Sanitary- \$684,933.30
- Stormwater- \$113,789.01
- Total for Operating Budget Bills- **\$798,722.31**

Seconded by Mr. Morgan.

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 December 2022 Board Report:

- Sanitary - \$198,964.69
- Stormwater- \$6,500.00
- Total for Capital Budget Bills- **\$205,464.69**

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 December 2022 Board Report: **\$110,908.48**

Seconded by Mr. Sopp.

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 December 2022 Board Report: **\$306,334.62**

Seconded by Mr. Morgan.

Motion carried unanimously.

C. Mr. Cross made a motion to approve payment of Special Project Bills as accrued and expended as of December 2022 Board Report: **\$16,368.05**

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 December 2022 Board Report:

- Sanitary- \$1,661.30
- Stormwater- \$28.80
- Total for Cash Refunds- **\$1,690.10**

Seconded by Mr. Belusko.

Motion carried unanimously.

**XIV. Payment of Stormwater Municipal Savings.**

*Mr. Cross, Finance Chairperson*

A. Mr. Cross made a motion to approve payment from the Stormwater Municipal Savings Account to Plymouth Borough in the amount of \$18,830.00, Pittston Township in the amount of \$6,947.50 and Jenkins Township in the amount of \$21,961.00 for a total of **\$47,738.50**.

Seconded by Mr. Sopp.

Motion carried unanimously.

**XV. Old Business**

No old business.

**XVI. New Business**

*Mr. Wall, Personnel Chairperson*

- A. Mr. Wall made a motion to confirm Director of Engineering employment commencement date of January 3, 2023.  
Seconded by Mr. Sopp.  
Motion carried unanimously.
  
- B. Mr. Wall made a motion to authorize disciplinary action for WWSA Employee discussed by Board in executive session.  
Seconded by Mr. Bovani.  
Motion carried unanimously.

**XVII.** The next meeting of the Board is Tuesday, January 17, 2023 at 5:30 p.m.

Prior to adjourning Mr. Guesto extended his wishes for a safe and happy holiday season and thanked everyone for their hard work. Mr. Morgan then spoke on behalf of the Board in thanking Mr. Guesto for all that he does.

**XIII. Adjourn**

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