

LACKAWANNA RIVER BASIN SEWER AUTHORITY
REGULAR BOARD MEETING
FEBRUARY 12, 2024

The Regular Meeting of the Board of Directors of the Lackawanna River Basin Sewer Authority was held on Monday, February 12, 2024, 6:00 P.M. in the Conference Room of the Authority, 145 Boulevard Avenue, Throop, Pennsylvania. In the absence of Mr. Kerl, Chairman, Mr. Ruddy, Vice-Chairman presided.

1-2 Salute to the Flag was followed by Roll Call, indicating the presence of the following:

Absent	Mr. William Kerl
	Mr. Paul Ruddy
	Mr. Joseph Brady (Via Speakerphone)
Absent	Mr. Peter Larioni
	Mr. Alexander Chelik
Absent	Mr. Robert Caljean
	Mr. Thomas Wascura
Absent	Mr. Joseph Chowanec
	Mr. Eugene Prusinski

The Chair declared a Quorum present.

Also in attendance were the following: Atty. Paul Mazzoni, Solicitor; Michael Matechak, Executive Director; Robert Davis, Plant Superintendent; Brad Owens, Facilities Engineer and Melissa Cravath, Billing Director.

3. The Chair called for the Report of the Secretary. In the absence of Mr. Larioni, Secretary, Mr. Chelik, Assistant Secretary, gave the report stating that copies of the Minutes from the January 8, 2024 Reorganization Meeting and the January 8, 2024 regular meeting had been distributed to all Board Members and asked that the reading be dispensed with.

Mr. Prusinski made a motion to accept the January 8, 2024 Reorganization Meeting minutes and the minutes of the January 8, 2024 Regular Meeting as presented. Mr. Wascura seconded the motion. All Board Members voted unanimously to approve. Motion carried.

4. Atty. Mazzoni proceeded with the bid opening for Contract 24-1: Purchase of No. 2 Fuel Oil/Off Road Fuel. The bids were as follows:

Falcon Energy	\$0.10 Over Rack
Blakely, PA	

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Mr. Prusinski made a motion to accept the bids and that a committee be named to review the bids and award the contract to the lowest responsible bidder. The motion was seconded by Mr. Wascura. All Board Members voted unanimously to approve. Motion carried.

Mr. Ruddy appointed the committee as follows: Mr. Matechak, Mr. Davis, Mr. Wascura and Mr. Prusinski.

5. The Chair called for the Report of the Treasurer. In the absence of Mr. Caljean, Treasurer, Mr. Brady, Assistant Treasurer, gave the report as follows:

Schedules of Accounts Payable:

Operational Expenditures	\$388,071.58
Interim Expenditures	\$316,748.79
Capital Improvement Fund	\$ 30,546.20

Mr. Chelik made a motion to accept the Treasurer's Report as presented. Mr. Prusinski seconded the motion. All Board Members voted unanimously to approve. Motion carried.

6. Atty. Mazzone reported that there were nineteen (19) liens filed and seven (7) liens satisfied in Lackawanna County since the last meeting.

Atty. Mazzone informed the Board that a response was sent to the attorney for the Authority's billing software provider, Diversified Technologies, clarifying Montage Sewer District billing rate information previously sent to Diversified.

Atty. Mazzone reported that there were communications with the Executive Director regarding the union arbitration hearing.

Atty. Mazzone informed the Board that the County Commissioners office was contacted regarding the term expirations of two (2) LRBSA Board Members, Mr. Wascura and Mr. Kerl. Atty. Mazzone had suggested that these Board Members be retained because they have been engaged members of the Board and have always acted in the best interest of the Authority.

Mr. Chelik made a motion to accept the Solicitor's report. The motion was seconded by Mr. Prusinski. All Board Members voted unanimously to approve. Motion carried.

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Ms. Cravath, Billing Director, gave the Billing Office Report dated January 31, 2024. The estimated Accounts Receivable for the second month of the fourth quarter are \$1,908,302.75. The amount collected through the second month of the fourth quarter was \$1,811,265.45. This amount is under the estimated collections by \$97,037.30. Ms. Cravath reported that there were nineteen (19) liens filed during the month of January in Lackawanna County. Year to date liens filed are nineteen (19). There were seven (7) liens satisfied by Atty. Mazzone's law office during the month of January. Year to date liens satisfied are seven (7). There were zero (0) averments.

The Montage Sewer District collections for the January 15, 2024 billing totaled \$65,408.79. Jefferson Township paid their January bill in the amount of \$78,540.00 for 1309 units. Payment was received from Scott Township for the January billing in the amount of \$90,666.80, which included \$88,040.00.00 for 1,467 equivalent dwelling units and \$2,626.80 for one (1) metered service.

Credit card payments for the month of December were one thousand three hundred sixty-nine (1,369).

Mr. Owens presented the Project Status Summary. Contract 21-2: Vandling Pump Station Gravity Sewer Construction - Demolition of the pump station building remains to be completed. Final as-built quantities of construction bid items are being reviewed with the contractor with the intent of preparing a final project close-out change order.

Contract 23-5: Clinton WWTP Motor Control Center Replacement - Work is on hold pending delivery of the panel boards and motor control center equipment, which is currently scheduled to ship in May 2024.

Contract 24-1: Purchase of No. 2 Fuel Oil/Off Road Fuel - Bids were opened and will be reviewed.

Mr. Davis informed the Board that on February 4th a chlorine residual exceedance occurred at the Clinton plant. The instantaneous limit is 2.1 mg/l and the measured residual was 2.2 mg/l. DEP was called to report the occurrence and a follow-up letter was sent.

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Mr. Matechak informed the Board that a funding application was submitted to Pennvest for the proposed secondary clarifier replacement project at the Clinton plant. If the funding application is approved, Pennvest will announce funding awards at the April 24, 2024 Pennvest board meeting.

Mr. Matechak reviewed the Summary of Accounts noting that there are several Certificates of Deposit (CD's) maturing in early February. These will be included in the February account summary reported at the March meeting. Some of the maturing CD's were reinvested into new CDs at interest rates ranging from 4.85% to 4.90%. Approximately \$340,000.00 will be invested in the Authority's PLGIT account, which also offers rates near 5.00%.

Mr. Chelik made a motion to accept the Executive Director's Report. Mr. Wascura seconded the motion. All Board Members voted unanimously to approve. Motion carried.

8. Reports from Committees: Nothing to report.

9. Old Business: Nothing to report.

10. New Business: Nothing to report.

11. Remarks from Citizens: No remarks.

12. A Motion to Adjourn was made by Mr. Chelik, seconded by Mr. Prusinski. All Board Members voted unanimously to approve. Motion carried.



Alexander Chelik, Assistant Secretary