

LACKAWANNA RIVER BASIN SEWER AUTHORITY  
REGULAR BOARD MEETING  
OCTOBER 14, 2024

The Regular Meeting of the Board of Directors of the Lackawanna River Basin Sewer Authority was held on Monday, October 14, 2024, 6:00 P.M. in the Conference Room of the Authority, 145 Boulevard Avenue, Throop, Pennsylvania. Mr. Ruddy, Vice Chairman, presided.

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

	Mr. Paul Ruddy
	Mr. Joseph Brady
	Mr. Peter Larioni
	Mr. Alexander Chelik
Absent	Mr. Robert Caljean
	Mr. Thomas Wascura
	Mr. Joseph Chowanec
	Mr. Eugene Prusinski
	Mr. Andrew Hegedus

The Chair declared a Quorum present.

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

Due to the vacancy of the office of Chairman, Mr. Ruddy asked for nominations for Board Chairman and any resulting officer vacancies.

Mr. Brady made a motion to nominate Mr. Ruddy as Board Chairman. The nomination was seconded by Mr. Larioni. All Board Members voted unanimously to approve. Motion carried.

Mr. Chowanec made a motion to nominate Mr. Chelik as Vice-Chairman. The motion was seconded by Mr. Prusinski. All Board Members voted unanimously to approve. Motion carried.

Mr. Chelik made a motion to nominate Mr. Prusinski as Assistant Secretary. The motion was seconded by Mr. Larioni. All Board Members voted unanimously to approve. Motion carried.

Mr. Larioni made a motion to acknowledge the appointment of Mr. Andrew Hegedus to the Sewer Authority Board. The motion was seconded by Mr. Brady. All Board Members voted unanimously to approve. Motion carried.

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Mr. Brady commented on behalf of the entire Board that they would like to express their appreciation to departing board member Mr. William Kerl for his many years of dedicated service to the Sewer Authority.

4. The Chair called for the Report of the Secretary. Mr. Larioni, Secretary, gave the report stating that copies of the Minutes from September 9, 2024, meeting had been distributed to all Board Members and asked that the reading be dispensed with.

Mr. Chowanec made a motion to accept September 9, 2024, minutes as presented. Mr. Prusinski seconded the motion. All Board Members voted unanimously to approve. Motion carried.

5. Atty. Valvano proceeded with the bid opening for Contract 24-2: Streambank Stabilization, Dickson City Borough. The bids were as follows:

Fabcor Inc. Jessup, PA	\$79,332.00	10% Bid Bond
B.T. Adams LLC Factoryville, PA	\$88,396.00	10% Bid Bond
Sikora Brothers Inc. Hunlock Creek, PA	\$84,200.00	10% Bid Bond
Rock Bottom Construction Jermyn, PA	\$84,725.00	10% Bid Bond
Brdaric Excavating Inc. Luzerne, PA	\$159,500.00	10% Bid Bond
Rutledge Excavating Inc. Equinox, PA	\$66,635.00	10% Bid Bond
James T. O'Hara Inc. Covington Twp. PA	\$98,750.00	10% Bid Bond
Leeward Construction Honesdale, PA	\$57,997.00	10% Bid Bond
D&M Construction Unlimited Inc. Dalton, PA	\$108,000.00	10% Bid Bond
Linde Corporation Pittston, PA	\$99,655.00	10% Bid Bond

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Macheski Construction Mayfield, PA	\$95,000.00	10% Bid Bond
Minichi Inc. Dupont, PA	\$79,900.00	10% Bid Bond
Multiscape Inc. Pittston, PA	\$93,725.00	10% Bid Bond

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

Mr. Ruddy appointed the committee as follows: Mr. Brady, Mr. Chowanec, Mr. Davis and Mr. Matechak.

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

Schedules of Accounts Payable:

Operational Expenditures	\$319,362.69
Interim Expenditures	\$293,905.52
Capital Improvement Fund	\$ 63,911.50

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

7. Atty. Valvano reported that one (1) lien was filed in Lackawanna County, and nine (9) liens were satisfied in Lackawanna County since the last meeting.

Atty. Valvano reported that they have been working with Mr. Matechak and SEIU Business Agent Kim Yost reviewing final edits of the union contracts in preparation for final ratification.

Atty. Valvano assisted Mr. Matechak in reviewing proposed easements for the force main replacement project in Moosic Borough. In addition, the easement and deed for the Vandling sewer project were executed and recorded.

Atty. Valvano reported that their office attended the Sheriff Sale that was held on October 14<sup>th</sup>.

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

8. Ms. Cravath, Billing Director, gave the Billing Office Report dated September 30, 2024. The estimated Accounts Receivable for the first month of the third quarter are \$2,361,978.35. The amount collected through the first month of the third quarter was \$1,332,844.79. This amount is under the estimated collections by \$1,029,133.56. Ms. Cravath reported that there was one (1) lien filed during the month of September. Year to date liens filed are one hundred twenty-two (122). There were nine (9) liens satisfied by Atty. Mazzone's law office during the month of September. Year to date liens satisfied are eighty-eight (88). There were twelve (12) averments filed year to date.

The Montage Sewer District collections for September 15th billing totaled \$45,609.30. Jefferson Township's October 2024 bill in the amount of \$98,250.00.00 for 1310 has been sent out. Scott Township's July 2024 bill in the amount of \$112,209.69 consisting of \$110,400.00 for 1,472 EDUs and \$1,809.69 for one metered service was paid on August 14<sup>th</sup>. We have not yet received the EDU count from Scott Township for their October billing.

Credit card payments for the month of September were one thousand two hundred one thirteen (1,213).

Mr. Davis presented the Project Status Summary. Contract 21-2: Vandling Pump Station Gravity Sewer Construction - Sale of the abandoned pump station property as previously approved to an adjacent property owner and acquisition of a revised sewer easement due to the relocated sewer line were finalized. All work is complete and final payment to the contractor was included in this month's Treasurer's Report.

Contract 23-5: Clinton WWTP Motor Control Center Replacement Project - The new motor control center section was delivered on October 14<sup>th</sup> and installation will proceed.

Contract 24-2: Streambank Stabilization- Dickson City Borough - Bids were opened at this October 14, 2024 Board meeting. Bids will be reviewed and awarded to the lowest responsible bidder.

Contract 24-3: Clinton WWTP Secondary Clarifier Replacement - Closing of the Pennvest loan is scheduled for October 23, 2024.

Contract 24-3.1: General Construction - Milnes Company, Tunkhannock, PA - \$5,520,596.00.

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Contract 24-3.2: Electrical Construction - Everon Electrical Contractors, Scranton, PA - \$429,925.00.

Contract 24-3.3 HVAC Construction - Scranton Electric Heating & Cooling Service, Inc., Throop PA - \$31,976.00 .

Mr. Davis informed the Board that there are three (3) chemical contracts that are due to expire at the end of the year. Mr. Davis requested permission from the Board to advertise bids for the following contracts:

Contract 24-4 Ferric Chloride  
Contract 24-5 Sodium Bisulfite  
Contract 24-6 Hypochlorite

In addition to those chemical contracts, authorization is also requested to bid Contract 24-7: Liquid Sludge Hauling. This contract is for transporting sludge from the Clinton plant to the Archbald plant. The existing hauling contract expires at the end of the year.

Mr. Larioni made a motion to advertise bids for the three (3) chemical contracts and the liquid sludge hauling contract. The motion was seconded by Mr. Prusinski. All Board Members voted unanimously to approve. Motion carried.

Mr. Davis explained that there is a grit removal system at the Throop plant to remove grit, cinders and abrasive materials that enter the wastewater plant through the collection system. The piping that is used to convey that grit is cement lined and has some abrasive resistance, but the system has been in place for a number of years and the piping is wearing to the point where it is beginning to develop leaks. A section of underground piping recently has begun to leak. A temporary bypass was installed running piping above ground, which will address the problem in the interim. Mr. Davis requested permission from the Board to bid a project for replacement of the grit system piping at the Throop plant.

Mr. Brady made a motion to advertise for bids for the replacement of grit piping at the Throop plant. The motion was seconded by Mr. Chelik. All Board Members voted unanimously to approve. Motion carried.

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Mr. Matechak informed the Board that the Pennvest loan closing for the Clinton Secondary Clarifier Replacement project is scheduled for 10:00 AM on October 23, 2024. Mr. Matechak advised that he will be coordinating with both the Chairman and the Secretary prior to that date since they will be required to login and sign the documents electronically.

Mr. Matechak noted that the end of the year is approaching. A draft 2025 budget will be prepared for presentation at the November Board meeting with final approval anticipated at the December meeting.

Mr. Matechak informed the Board that he is currently seeking insurance proposals for the Liability Insurance Package. The submission deadline for proposals is November 18<sup>th</sup>. The Authority will have the amount of the new insurance premium available for the final budget in December.

Mr. Matechak stated that engineering services for the Clinton Clarifier Replacement project are being provided by Bassett Engineering. The original agreement had a provision in it that the construction engineering budget for that project was to be based on a percentage of the construction cost. That percentage was 3.5%. Now that actual construction costs are known based on the bids received, an amendment to the engineering services contract is requested specifying the actual maximum dollar amount of \$209,387.00 for Construction Engineering Services.

Mr. Chowanec made a motion to approve an amendment to the Agreement for Engineering Services with Bassett Engineering for construction Contract 24-3. The motion was seconded by Mr. Prusinski. All Board Members voted unanimously to approve. Motion carried.

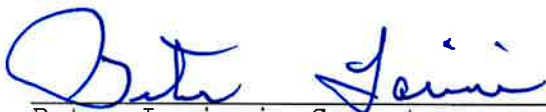
Mr. Matechak reviewed the Summary of Accounts.

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

Mr. Matechak welcomed Mr. Hegedas to the Board as a new member and expressed his appreciation to the outgoing Mr. Kerl for his years of service to the Sewer Authority. He noted he had spoken with Mr. Kerl who iterated his pleasure in having served on the Board and asked that Mr. Matechak pass his gratitude on to the entire board for their cooperation throughout the years.

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9. Reports from Committees: Nothing to report.
10. Old Business: Nothing to report.
11. New Business: Nothing to report.
12. Remarks from Citizens: Nothing to Report
13. A Motion to Adjourn was made by Mr. Larioni,  
seconded by Mr. Wascura. All Board Members voted unanimously to  
approve. Motion carried.

  
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Peter Larioni, Secretary