

LACKAWANNA RIVER BASIN SEWER AUTHORITY  
REGULAR BOARD MEETING  
JANUARY 13, 2025

The Regular Meeting of the Board of Directors of the Lackawanna River Basin Sewer Authority was held on Monday, January 13, 2024, 6:00 P.M. in the Conference Room of the Authority, 145 Boulevard Avenue, Throop, Pennsylvania. Mr. Ruddy Chairman, presided.

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

Absent	Mr. Paul Ruddy
	Mr. Joseph Brady
	Mr. Peter Larioni
	Mr. Alexander Chelik
	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; Michael Matechak, Executive Director; Robert Davis, Facilities Engineer; and Melissa Cravath, Billing Director.

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

Mr. Caljean made a motion to accept the December 9, 2024, minutes as presented. Mr. Hegedus seconded the motion. All Board Members voted unanimously to approve. Motion carried.

4. The Chair called for the Report of the Treasurer. Mr. Caljean, Treasurer, presented the report as follows:

Schedules of Accounts Payable:

Operational Expenditures	\$328,866.49
Interim Expenditures	\$442,723.19
Capital Improvement Fund	\$123,155.11

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

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5. Atty. Valvano reported that thirteen (13) municipal liens were satisfied in Lackawanna County during the month of December.

Atty. Valvano reported that they reviewed a proposed customer notice and rate resolution related to residential customers in the Siniawa Sewer District as provided by Mr. Matechak.

Atty. Valvano stated that he had communications with the attorney for a property owner in Moosic Borough from which the Authority is seeking an access easement for construction of a proposed force main replacement project.

Mr. Hegedus 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.

6. Ms. Cravath, Billing Director, gave the Billing Office Report dated December 31, 2024. The estimated Accounts Receivable for the first month of the fourth quarter are \$2,374,112.88. The amount collected through the first month of the fourth quarter was \$1,373,310.12. This amount is under the estimated collections by \$1,000,802.76. Ms. Cravath reported that there were zero (0) liens filed during the month of December. Year to date liens filed are one hundred sixty-three (163). There were thirteen (13) liens satisfied by Atty. Mazzoni's law office during the month of December. Year to date liens satisfied are one hundred twenty-four (124). There were twelve (12) averments filed year to date.

The Montage Sewer District collections for the November 15th billing totaled \$132,408.75.

Jefferson Township's October 2024 bill in the amount of \$98,250.00.00 for 1310 EDUs was paid on October 22, 2024.

Scott Township's October 2024 bill in the amount of \$112,799.37 consisting of \$110,400.00 for 1,472 EDUs and \$2,399.37 for one (1) metered service was paid on November 21, 2024.

Ms. Cravath stated that she will be sending out the January billing for Scott Township and Jefferson Township the week of January 13, 2025.

Credit card payments for the month of December were one thousand two hundred eighty-eight (1288).

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Mr. Davis presented the Project Status Summary. Contract 23-5: Clinton WWTP Motor Control Center Replacement Project - Push button controls for the ventilation system were installed. Final payment was included in this month's Treasurer's Report.

Contract 24-2: Streambank Stabilization, Dickson City Borough - Rock lining was installed on the riverbank. A deduct change order in the amount of \$5,650.78 was issued based on the as-built quantity of stone utilized.

Contract 24-3: Clinton WWTP Secondary Clarifier Replacement - Closing of the Pennvest loan is awaiting receipt of a formal agreement from EPA for the EPA Grant. In the interim, work will proceed under the Pennvest Letter of No Prejudice. A Notice to Proceed was issued dated January 2, 2025.

Contract 24-3.1 General Construction - The contractor has begun submitting shop drawings of proposed materials and equipment. A pre-construction site meeting is scheduled with the Wayne County Conservation District on January 15, 2025, prior to installation of erosion and sedimentation control measures.

Contract 24-3.2: Electrical Construction - The contractor has begun submitting shop drawings of proposed materials and equipment.

Contract 24-3.3 HVAC Construction - No activity to report at this time.

Contract 24-5: Purchase of Sodium Bisulfite - The contract was awarded to the lowest responsible bidder, Holland Co., Inc., Adams MA at a price of \$2.41 per gallon. This cost is a decrease from the 2024 price of \$2.51 per gallon. The supplier was issued a Notice of Intent to Award and returned the required executed contract and performance bond.

Contract 24-6: Purchase of Sodium Hypochlorite - The contract was awarded to the lowest responsible bidder, JCI Jones, Warwick, NY at the price of \$1.85 per gallon. This cost is a decrease from the 2024 price of \$2.23 per gallon. The supplier was issued a Notice of Intent to Award and returned the required executed contract and performance bond.

Contract 25-1: Throop WWTP Grit Piping Replacement - The contract was awarded to the lowest responsible bidder, Linde Corporation, Pittson, PA in the amount of \$83,112.00. A Notice of Intent to Award was issued and the contractor provided the required executed

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contract, bonds, and Certificate of Insurance. A Notice to Proceed was issued dated January 13, 2025. The contractor has begun submitting shop drawings of proposed materials and equipment.

Mr. Davis updated the board on the purchase of a new vehicle. Powell Machinery and Service has been selected as the upfitter to provide the flat bed and crane for the truck chassis. The total cost of the new service truck, including upfitting and a \$7,000.00 trade-in value for the old truck, will be \$64,131.00.

Mr. Davis informed the Board that in late December, an overflow incident occurred at the White's Crossing Pump Station due to a control system fault. The incident was reported to DEP.

Mr. Matechak requested authorization from the Board to advertise bids for the Throop WWTP Outfall Protection project. The project will rock line approximately 80 to 90 feet of channel experiencing erosion where the treated water from the Throop plant is discharged to the Lackawanna River. Final permits for the work are being obtained.

Mr. Chowanec made a motion to advertise bids for the Throop Outfall Protection project. The motion was seconded by Mr. Larioni. All Board Members voted unanimously to approve. Motion carried.

Mr. Matechak reported that a final inspection was conducted by DEP on December 19, 2024 for Contract 21-2: Vandling Pump Station Gravity Sewer Construction. The DEP inspection is required for release of final Pennvest loan funds. All requested documents were provided to DEP and closeout will be processed.

Mr. Matechak presented drafts of a proposed rate resolution and customer notice to residential users in the Siniawa Sewer District. There are five (5) residential users in that sewer district, who are charged a \$40.00 per month flat rate that is different from the \$25.00 per month flat rate that the Authority's main customer base is charged. The rates are different because these customers receive wastewater treatment by PA American Water Company's Scranton operations. In 2024 the Authority implemented a rate increase for its main user base which increased the monthly flat residential rate by \$5.00 per month. It is proposed to implement the same rate increase for the flat-rate residential users in the Siniawa Sewer District. Mr. Matechak advised that he will send the notice to the affected customers with the intent of presenting the rate increase resolution for final approval at the February 2025 Board meeting

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Mr. Matechak reviewed the Summary of Accounts.

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

7. Reports from Committees: Nothing to report.

8. Old Business: Nothing to report.

9. New Business: Nothing to report.

10. Remarks from Citizens: Nothing to Report.

11. A Motion to Adjourn was made by Mr. Larioni seconded by Mr. Chowanec. All Board Members voted unanimously to approve. Motion carried.



Eugene Prusinski, Assistant Secretary