

LACKAWANNA RIVER BASIN SEWER AUTHORITY  
REGULAR BOARD MEETING  
MARCH 10, 2025

The Regular Meeting of the Board of Directors of the Lackawanna River Basin Sewer Authority was held on Monday, March 10, 2025, 6:00 P.M. in the Conference Room of the Authority, 145 Boulevard Avenue, Throop, Pennsylvania. In the absence of Mr. Ruddy Chairman, Mr. Chelik, Vice-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
Absent	Mr. Peter Larioni
	Mr. Alexander Chelik
	Mr. Robert Caljean
	Mr. Thomas Wascura
	Mr. Joseph Chowanec
Absent	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. In the absence of Mr. Larioni, Secretary, and Mr. Prusinski, Assistant Secretary, Mr. Brady made a motion to appoint Mr. Chowanec as Temporary Secretary. The motion was seconded by Mr. Hegedus. All Board Members voted unanimously to approve. Motion carried.

Mr. Chowanec gave the report stating that copies of the Minutes from the February 10, 2025 meeting had been distributed to all Board Members and asked that the reading be dispensed with. Mr. Caljean made a motion to accept the February 10, 2025, Board Meeting minutes as presented. Mr. Hegedus seconded the motion. All Board Members voted unanimously to approve. Motion carried.

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

Schedules of Accounts Payable:

Operational Expenditures	\$519,385.46
Interim Expenditures	\$335,249.78
Capital Improvement Fund	\$ 57,170.00

Mr. Hegedus 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.

5. The Chair called for the Report of the Solicitor. Atty. Valvano reported that sixty-four (64) municipal liens were filed in Lackawanna County. There were fifteen (15) municipal liens satisfied in Lackawanna County during the month of February.

Atty. Valvano reported that he has been coordinating with Mr. Matechak on the possible purchase of property adjoining the Throop plant that is listed for Judicial sale.

Atty. Valvano reported that he delivered the check from Diversified Technologies to Mr. Matechak in the amount of \$13,000.00 that settled an outstanding billing services issue.

Atty. Valvano informed the Board their office attended the March 7, 2025 Sheriff's Sale to protect the Authority's liens that have been filed on properties up for sale.

Mr. Chowanec 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.

6. The Chair called for the Report of the Executive Director. Ms. Cravath, Billing Director, gave the Billing Office Report dated February 28, 2025. The estimated Accounts Receivable for the third month of the fourth quarter are \$2,374,112.88. The amount collected through the third month of the fourth quarter was \$2,543,184.29. This amount is over the estimated collections by \$169,071.41. Ms. Cravath reported that there were sixty-four (64) liens filed during the month of February. Year-to-date liens filed are one hundred twenty-four (124). There were fifteen (15) liens satisfied by Atty. Mazzoni's law office during the month of February. Year to date liens satisfied are twenty-three (23). There are zero (0) averments filed year to date.

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The Montage Sewer District collections for the January 15th billing totaled \$170,692.16.

Jefferson Township's January 15, 2025 bill in the amount of \$98,875.00.00 for 1318 EDUs was paid on January 27, 2025.

Scott Township's January 2025 bill in the amount of \$113,451.11 consisting of \$110,400.00 for 1,472 EDUs and \$3,051.11 for one (1) metered service was paid on February 11, 2025.

Credit card payments for the month of February were seven hundred twenty-five (725).

Mr. Hegedus inquired if the units billed Jefferson Township are the total number of units connected, or the total number of units paid less delinquencies. Ms. Cravath advised that Jefferson Township is billed for the total number of units connected. Jefferson Township is responsible for collecting any delinquent accounts.

Mr. Davis presented the Project Status Summary. Contract 24-3: Clinton WWTP Secondary Clarifier Replacement - The Pennvest loan closing took place on February 27, 2025. All project funding is now approved and in place.

Contract 24-3.1 General Construction - The contractor has mobilized to the site and begun excavation to relocate the existing underground piping in conflict with the new return sludge pump station. The contractor has continued submitting shop drawings of proposed material and equipment.

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

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

Contract 25-1: Throop WWTP Grit Piping Replacement - Delivery of the new ductile iron pipe has been delayed. Work is expected to begin the week of March 24<sup>th</sup>.

Mr. Davis updated the board on the purchase of the new Ford F-350 truck for the Throop plant. The truck has been delivered to the upfitter, Powell Equipment. They are waiting for delivery of the bed-mounted crane. All other components to be installed have been received.

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Mr. Matechak reported that the sewer video inspection contractor, RedZone Robotics, will mobilize and begin sewer inspection work in Jerymn Borough the week of March 10, 2025.

Mr. Matechak reviewed the Summary of Accounts.

Mr. Caljean made a motion to accept the Executive Director's Report. Mr. Brady 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:

Mr. Hegedus made a motion to amend the agenda to add consideration of a motion authorizing a bid by the LRBSA to acquire a property adjacent to the Throop plant at Judicial Sale. The amendment to the agenda is necessary to meet the deadline to submit a proposal to acquire the property. The motion was seconded by Mr. Brady. All Board Members voted unanimously to approve. Motion carried.

Mr. Hegedus made a motion authorizing the Executive Director to pursue acquisition of property adjacent to the Throop plant at Judicial Sale at a cost not to exceed \$20,000.00. The motion was seconded by Mr. Wascura. All Board Member voted unanimously to approve. Motion carried.

10. Remarks from Citizens: Nothing to Report.

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



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Joseph Chowanec, Temporary Secretary