

LACKAWANNA RIVER BASIN SEWER AUTHORITY
REGULAR BOARD MEETING
JULY 14, 2025

The Regular Meeting of the Board of Directors of the Lackawanna River Basin Sewer Authority was held on Monday, July 14, 2025, at 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:

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; Atty. Paul Mazzoni, Solicitor; Michael Matechak, Executive Director; Robert Davis, Plant Superintendent; 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 the June 9, 2025 meeting had been distributed to all Board Members and asked that the reading be dispensed with.

Mr. Hegedus made a motion to accept the June 9, 2025, Board Meeting minutes as presented. Mr. Prusinski seconded the motion. All Board Members voted unanimously to approve. Motion carried.

4. Atty. Valvano proceeded with the bid opening for Contract 25-2: Throop WWTP Outfall Protection. The bids were as follows:

Linde Corporation Pittston, PA	\$74,300.00	10% Bid Bond
James T. O'Hara Inc. Covington Twp., PA	\$74,000.00	10% Bid Bond

BOARD MEETING MINUTES
JULY 14, 2025

B.T. Adams LLC Factoryville, PA	\$48,876.00	10% Bid Bons
Pioneer Construction Honesdale, PA	\$83,728.00	10% Bid Bond
T. Brennan Heavy Equipment Fell Twp., PA	\$60,000.00	10\$ Bid Bond

Mr. Chowanec made a motion to accept the bids and to appoint a committee to review the bids and award the contract to the lowest responsible bidder. The motion was seconded by Mr. Larioni. All Board Members voted unanimously to approve. Motion carried.

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

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

Schedules of Accounts Payable:

Operational Expenditures	\$332,098.24
Interim Expenditures	\$346,198.93
Capital Improvement Fund	\$585,865.85

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

6. The Chair called for the Report of the Solicitor. Atty. Valvano reported that there were fifteen (15) municipal liens satisfied in Lackawanna County during the month of June.

Atty. Valvano has been working with Mr. Matechak addressing inquiries by several development groups considering data center projects within the LRBSA's service area.

Atty. Valvano participated in a conference call including LRBSA staff and the Portnoff Law Office regarding the possible retention of Portnoff Law as a collection agent for delinquent LRBSA accounts.

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

BOARD MEETING MINUTES
JULY 14, 2025

7. The Chair called for the Report of the Executive Director. Ms. Cravath, Billing Director, gave the Billing Office Report dated June 30, 2025. The estimated Accounts Receivable for the first month of the second quarter are \$2,392,241.50. The amount collected through the first month of the second quarter was \$1,311,458.56. This amount is under the estimated collections by \$1,080,782.94. Ms. Cravath reported that there were no liens filed during the month of June. Year-to-date liens filed are two hundred and one (201). There were fifteen (15) liens satisfied by Atty. Mazzone's law office during the month of June. Year to date liens satisfied are eighty (80). There are zero (0) averments filed year to date.

The Montage Sewer District collections for the May 15th billing totaled \$97,747.71.

Jefferson Township's April 2025 bill in the amount of \$99,075.00 for 1321 EDUs was paid on June 2, 2025.

Scott Township's April 2025 bill in the amount of \$112,494.73 consisting of \$110,500.00 for 1,473 EDUs and \$1,994.73 for one (1) metered service was paid on May 15, 2025.

Credit card payments for the month of June were one thousand two hundred seventy-nine (1,279).

Mr. Davis reported on his recent attendance at the Mid-Atlantic Biosolids Association (MABA) Conference. The conference addressed biosolids issues with a focus on recent EPA and PADEP policies related to PFAS chemicals. MABA is trying to develop a strategy to compile data to inform regulators and educate the legislature on this issue. The LRBSA is participating in an MABA program to sample and analyze biosolids across the state in an effort to quantify actual PFAS levels.

Mr. Davis presented the Project Status Summary. Contract 24-3: Clinton WWTP Secondary Clarifier Replacement - Contract 24-3.1: General Construction - The concrete floor slab has been poured for the new return sludge pump station building. The precast concrete panels for new Clarifier #1 were erected and all joints have been sealed. The new raw sewage force main has been installed between the control building and the new aeration tank distribution box. The waste sludge pipeline was installed from the new return sludge pump station to the existing sludge holding tank.

BOARD MEETING MINUTES
JULY 14, 2025

Contract 24-3.2: Electrical Construction - Conduits were installed for branch circuits beneath the return activated sludge pump station building slab. A section of new electrical duct bank between the control building and the new return sludge pump station was installed and concrete encased.

Contract 24-3.3: HVAC Construction - The contractor is on hold pending progress on the new return activated sludge pump station. Once the building is erected the contractor will be able to install the HVAC equipment.

Contract 25-1: Throop WWTP Grit Piping Replacement - Punchlist work remains to be completed.

Contract 25-2: Throop WWTP Outfall Protection - Bids were opened at this July 14, 2025 meeting and will be reviewed.

Mr. Davis asked for authorization to bid Contract 25-5: Miscellaneous Building Improvements. Work will include various improvements where needed to buildings at the Archbald, Clinton and Archbald plants including flooring, door replacements, laboratory cabinets and locker room shower stall replacement.

Mr. Larioni made a motion to authorize bidding for Contract 25-5: Miscellaneous Building Improvements. Mr. Chowanec seconded the motion. All Board Members voted unanimously to approve. Motion carried.

Mr. Matechak stated that the Authority is in the process of obtaining temporary easements for the proposed force main replacement project at the Richmondale pump station. The Authority has already obtained two (2) of the necessary easements. Mr. Matechak asked for approval of the third and final temporary easement from Mr. Jeffrey Gillette for a property at 201 Hudson Street, Forest City. Because the force main installation will take place along the shoulder of the road, a portion of our grading will extend onto Mr. Gillette's property in front of his home. Mr. Gillette has agreed to provide this temporary easement with compensation provided in the amount of \$100.00.

Mr. Prusinski made a motion to approve the temporary easement with Mr. Jeffery Gillette at 201 Hudson Street, Forest City with compensation of \$100.00. The motion was seconded by Mr. Hegedus. All Board Members voted unanimously to approve. Motion carried.

BOARD MEETING MINUTES
JULY 14, 2025

Mr. Matechak reported that as Atty. Valvano alluded to in the Solicitor's report, the Authority is proposing to retain the services of Portnoff Law to assist in our delinquent account collection program. Portnoff Law specializes in delinquent collections and provides services to a number of municipalities, authorities and school districts in the area. It is believed that their services will benefit the Authority's collections. The full amount of any delinquent accounts collected are returned to the Authority. Portnoff's fees for their collection services are added to the delinquent amount and collected separately.

Mr. Ruddy asked if we have problems collecting these delinquent accounts. Ms. Cravath responded that due to the number of delinquent accounts, including a number with high past-due balances, the efforts required to pursue and follow-up with delinquent accounts is overwhelming for the Authority's available staff.

Mr. Matechak added that Portnoff utilizes a series of progressive steps including the use of liens, Writs of Scire Facias and ultimately Sheriff's sale. Mr. Matechak asked for authorization to approve a resolution appointing Portnoff Law as collection agent for the LRBSA's delinquent accounts, and approval also of an agreement specifying the Terms of Service.

Mr. Chelik made a motion to approve the resolution to appoint Portnoff Law as collection agent for the LRBSA's delinquent accounts and approval of the agreement specifying the Terms of Service. Mr. Chowanec seconded the motion. All Board Members voted unanimously to approve. Motion carried.

Mr. Matechak presented the Authority's completed 2024 Audited Financial Statements. Mr. Matechak summarized the revenues and expenses and asked that the Directors review the report. Copies of the Audit will be submitted to the Lackawanna County Commissioners, Pennvest and any other regulatory agency that requires a copy. A summary of the financial statements will also be published in the legal section of the Scranton Times.

Mr. Matechak reviewed the Summary of Accounts.

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

BOARD MEETING MINUTES
JULY 14, 2025

10. New Business: Nothing to report.

11. Remarks from Citizens: Nothing to report.

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


Peter Larioni, Secretary