

LACKAWANNA RIVER BASIN SEWER AUTHORITY
REGULAR BOARD MEETING
AUGUST 11, 2025

The Regular Meeting of the Board of Directors of the Lackawanna River Basin Sewer Authority was held on Monday, August 11, 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:

Absent	Mr. Paul Ruddy
Absent	Mr. Joseph Brady
	Mr. Peter Larioni
Absent	Mr. Alexander Chelik
	Mr. Robert Caljean
	Mr. Thomas Wascura
Absent	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. In the absence of Mr. Larioni, Secretary, and Mr. Prusinski, Assistant Secretary, Mr. Hegedus made a motion to appoint Mr. Chowanec as Temporary Secretary. The motion was seconded by Mr. Wascura. All Board Members voted unanimously to approve. Motion carried.

Mr. Chowanec gave the report stating that copies of the Minutes from the July 14, 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 July 14, 2025, Board Meeting minutes as presented. Mr. Chelik seconded the motion. All Board Members voted unanimously to approve. Motion carried.

4. The Chair called for the Report of the Treasurer. In the absence of Mr. Caljean, Treasurer, and Mr. Brady, Assistant Treasurer, Mr. Hegedus made a motion to appoint Mr. Wascura as Temporary Treasurer. The motion was seconded by Mr. Chelik. All

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Board Members voted unanimously to approve. Motion carried. Mr. Wascura presented the report as follows:

Schedules of Accounts Payable:

Operational Expenditures	\$199,766.81
Interim Expenditures	\$400,437.55
Capital Improvement Fund	\$361,973.43

Mr. Chowanec 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.

5. The Chair called for the Report of the Solicitor. Atty. Valvano reported that general discussions continue to be held with several developers regarding proposed data center projects in the area.

Atty. Valvano reported that the temporary easement (Gillette) obtained for the Richmondale force main project was filed. A closing was also conducted for acquisition of the Yackobowitz parcels in Moosic Borough being obtained for the Moosic Pump Station #2 force main project. The deed was filed by the Mazzoni office and forwarded to Mr. Matechak.

Mr. Chowanec made a motion to accept the Solicitor's report. The motion was seconded by Mr. Wascura. 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 July 31, 2025. The estimated Accounts Receivable for the second month of the second quarter are \$2,392,241.50. The amount collected through the second month of the second quarter was \$2,139,511.10. This amount is under the estimated collections by \$252,730.40. Ms. Cravath reported that there were no liens filed during the month of July. Year-to-date liens filed are two hundred and one (201). There were four (4) liens satisfied by Atty. Mazzoni's law office during the month of July. Year to date liens satisfied are eighty-four (84). There are zero (0) averments filed year to date.

The Montage Sewer District collections for the July 15th billing totaled \$32,206.95.

Jefferson Township's July 2025 bill in the amount of \$99,350.00 for 1321 EDUs has been sent out.

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Scott Township's July 2025 bill in the amount of \$112,711.77 consisting of \$110,550.00 for 1,474 EDUs and \$2,161.77 for one (1) metered service was paid on July 11, 2025.

Credit card payments for the month of July were one thousand four hundred ninety-two (1,492).

Mr. Davis presented the Project Status Summary. Contract 24-3: Clinton WWTP Secondary Clarifier Replacement - Contract 24-3.1: General Construction - Clarifier #1 was successfully leak tested and interior and exterior coatings were applied. Backfilling around the tank was started. Forming began for the new clarifier distribution box. Piping from the aeration tank distribution box to the aeration tanks is being installed

Contract 24-3.2: Electrical Construction - Work continued on the duct bank and branch circuits.

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 - Insulation of the grit pipe fittings was completed. Only minor punchlist work remains.

Contract 25-2: Throop WWTP Outfall Protection - The contract was awarded to the lowest responsible bidder, B.T. Adams LLC, Factoryville, PA. A Notice of Intent to Award was issued and the contractor provided the required executed contract, bonds and Certificate of Insurance. A Notice to Proceed was issued dated August 18, 2025.

Contract 25-5: Miscellaneous Building Improvements - The project is scheduled to advertise for bids the week of August 11, 2025 with a bid opening to be conducted at the September 8, 2025 Board of Directors meeting.

Mr. Hegedus inquired as to the status of the truck the Authority is purchasing. Mr. Davis reported that the Ford Company has transferred the truck from the original dealer to Tasca Ford in Dickson City. The upfitting work was completed by Powell's Equipment and payment was made to them. The Authority expected to accept delivery of the truck within the past month. However, the dealership advised that they ran the VIN number as part of their selling procedure and a "Do Not Sell" flag came up in their system.

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The reason is that Ford has issued a recall notice due to a fault in the programming for the back-up cameras. The camera display can go blank while the vehicle is in reverse. The dealer is waiting for a software update from Ford. They cannot release the vehicle until the issue is addressed.

Mr. Matechak noted that the 2024 Audit Report was distributed to the Board at the August board meeting. If there are no questions, he would like a motion to approve the 2024 Audit Report.

Mr. Chelik made a motion to accept the 2024 Audit Report. The motion was seconded by Mr. Wascura. All Board Members voted unanimously to approve. Motion carried.

Mr. Matechak stated that the agenda included an item considering a Resolution affirming the penalty rate applied to delinquent sewer accounts. This action is part of the implementation of the delinquent collection program the Authority is initiating with Portnoff Law Associates. A draft of the resolution was not available in time for presentation at this meeting so that item will be tabled until the September board meeting.

Mr. Matechak reviewed the Summary of Accounts.

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


Joseph Chowanec, Temporary Secretary