

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

The Regular Meeting of the Board of Directors of the Lackawanna River Basin Sewer Authority was held on Monday, October 13, 2025, at 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
Absent	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; 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 September 8, 2025 meeting had been distributed to all Board Members and asked that the reading be dispensed with.

Mr. Chowanec made a motion to accept the September 8, 2025, Board Meeting minutes as presented. Mr. Hegedus seconded the motion. All Board Members voted unanimously to approve. Motion carried.

4. Atty. Valvano proceeded with the bid opening for Contract 25-4: Richmondale Pump Station Force Main Replacement. The bids were as follows:

James T. O'Hara Covington Twp. PA	\$540,817.00	10% Bid Bond
Linde Corporation Pittston, PA	\$581,344.75	10% Bid Bond

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T. Brennan Heavy Equipment Fell Twp., PA	\$492,941.00	10% Bid Bond
Pioneer Construction Honesdale, PA	\$450,640.73	10% Bid Bond
Leeward Construction Honesdale, PA	360,549.00	10% Bid Bond

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

Mr. Chelik appointed the committee as follows: Mr. Larioni, Mr. Prusinski, Mr. Hegedus and Mr. Matechak.

5. 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. Prusinski Temporary Treasurer. The motion was seconded by Mr. Larioni. All Board Members voted unanimously to approve. Motion carried.

Mr. Prusinski presented the report as follows:

Schedules of Accounts Payable:

Operational Expenditures	\$445,960.67
Interim Expenditures	\$396,023.33
Capital Improvement Fund	\$194,656.89

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

6. The Chair called for the Report of the Solicitor. Atty. Valvano stated that since the last meeting there have been various correspondence and discussions regarding proposed data center projects in the LRBSA service area.

Atty Valvano confirmed that the deed from the Lackawanna County Land Bank for acquisition of a property adjacent to the Throop plant was received and filed. A copy was forwarded to the Authority.

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Various calls and e-mails with Portnoff Law were exchanged finalizing details of procedures to be used by Portnoff Law for collection of delinquent LRBSA sewer accounts.

Atty. Valvano reported that he attended the recent Lackawanna County Upset Tax Sale as well as the recent Sheriff's Sale on behalf of the Authority.

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

7. The Chair called for the Report of the Executive Director. Ms. Cravath, Billing Director, gave the Billing Office Report dated September 30, 2025. The estimated Accounts Receivable for the first month of the third quarter are \$2,428,034.42. The amount collected through the first month of the third quarter was \$1,304,636.33. This amount is under the estimated collections by \$1,123,398.09. Ms. Cravath reported that there were no liens filed during the month of September. Year-to-date liens filed are two hundred and one (201). There were five (5) liens satisfied during the month of September. Year to date liens satisfied are ninety-three (93). There are zero (0) averments filed year to date.

The Montage Sewer District collections for the September 15th billing totaled \$55,745.42.

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

Scott Township's October 2025 bill in the amount of \$112,060.41 consisting of \$109,800.00 for 1,464 EDUs and \$2,260.41 for one (1) metered service has been sent out.

Credit card payments for the month of September were one thousand three hundred nine (1,309).

Mr. Matechak presented the Project Status Summary. Contract 24-3: Clinton WWTP Secondary Clarifier Replacement - Contract 24-3.1: General Construction - Steel joists and decking were installed for the return sludge building roof and the cast stone parapet blocks were placed. Interior painting has begun. Concrete pads for the return sludge pumps have been poured. The new welded underground stainless steel aeration supply piping was installed and tested.

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Contract 24-3.2: Electrical Construction - The contractor is installing conduit and pulling wire in the new return sludge pump station building. Exterior lighting fixtures were mounted. A change order is proposed in the amount of \$7,512.81 to provide and install two (2) digital level-indicating transmitters on the new magnesium hydroxide storage tanks to display the tank volumes at the new control panel.

Mr. Matechak asked the Board for approval of the change order.

Mr. Chowanec made a motion to approve the change order for the two (2) digital level-indicating transmitters at a cost of \$7,512.81. The motion was seconded by Mr. Prusinski. All Board Members voted unanimously to approve. Motion carried.

Contract 24-3.3: HVAC Construction - The HVAC contractor has not yet mobilized to the site. They are expected to do so in the near future since the building is nearing completion and the contractor will be able to start installing their ventilation and heating equipment.

Contract 25-1: Throop WWTP Grit Piping Replacement - Operation of the new heat trace system was tested. Final payment was included in this month's Treasurer's Report.

Contract 25-3: Moosic Pump Station No. 2 Force Main Replacement - This project is currently out for bid. Bids will be opened at the November 10, 2025 Board of Directors meeting.

Contract 25-4: Richmondale Pump Station Force Main Replacement - Bids were opened at this October 13, 2025 meeting and will be reviewed.

Contract 25-5: Miscellaneous Building Improvements - Bids were opened at the September 8, 2025 board meeting. A Notice of Intent to Award was issued to the lowest responsible bidder, Champion Builders, Kingston, PA in the amount of \$181,318.00. The contractor was sent the required contract and bond forms. Upon receipt and review of the completed documents a Notice to Proceed will be issued.

Mr. Davis informed the Board that the Authority received delivery of the new 2023 Ford F-350 truck on September 18th.

Mr. Davis reported that the sewer jet truck that had been out for rebuild of the back mechanical compartment was returned October 13th. It was tested and operated without any mechanical or electrical issues.

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Mr. Davis noted that the Authority solicits bids for bulk chemical contracts. We have three (3) contracts that are to expire at the end of the 2025:

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

All three (3) contracts have provisions to extend the contract for an additional year if it is in the Authority's best interest. All three (3) suppliers have agreed to hold their current contract price for an additional one (1) year. Mr. Hegedus made a motion to approve one (1) year extensions of Contracts 24-4, 24-5 and 24-6 at their current contract prices. Mr. Prusinski seconded the motion. All Board Members voted unanimously to approve. Motion carried.

Contract 23-6: Magnesium Hydroxide was previously extended for an additional one (1) year at the end of 2024. The contract will expire on January 31, 2026 and will have to be put out for bid. Mr. Davis requested the Board's approval to advertise bids for the purchase of bulk magnesium hydroxide.

Mr. Larioni made a motion to advertise bids for the purchase of bulk magnesium hydroxide. The motion was seconded by Mr. Hegedus. All Board Members voted unanimously to approve. Motion carried.

Mr. Matechak advised that the draft 2026 Budget will be presented at the November Board meeting. In preparation of that budget, the Authority received its renewal rates for our health insurance plan. The Authority belongs to the PA Municipal Health Insurance Cooperative (PMHIC), which is a self-insured co-op among municipalities and authorities throughout the state. PMHIC has an actuarial formula they use each year to calculate each member's rates. They have advised that the Authority's renewal rate for 2026 will include a 19% increase. This increase will be incorporated into the 2026 Budget. Because it is a self-insured plan, if we do not utilize all of the premiums that we contribute, we can receive a rebate of any unused funds. Therefore, even with the increased rates, there is the potential to receive some of that money back as a refund at the end of the year. For our current 2025 plan year, based on our claims history through August 31, 2025, we are on target to receive a \$36,000.00 refund. However, that amount is subject to change between now and the end of the year when 2025 claims are finalized.

Mr. Matechak reviewed the Summary of Accounts.

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



Peter Larioni, Secretary