

THE REGULAR MONTHLY MEETING WAS HELD BY THE VIRTUAL MEETING ZOOM PLATFORM ON WEDNESDAY, JANUARY 20, 2021. PRESENT WERE MR. KAVITSKI, MR. FISHER, MR. THOMAS, MR. CLYMER, THE TECHNICAL MANAGER, THE ATTORNEY AND THE SECRETARY.

SALUTE TO THE FLAG AND MOMENT OF SILENCE

Moment of silence for all the problems in the country at this time especially with COVID.

CITIZENS PARTICIPATION

No citizens participated in the meeting.

REQUEST BIDS FOR ENGINEERING FIRMS

The Office Manager will contact a list of Engineering firms to set up interviews. Starting with the top three on the list to inquire if they are taking on new clients. Borton Lawson Engineering Firm has contacted and informed the Authority they are no longer supporting the water and wastewater industry. They will be here on a month-to-month basis possibly until the end of March.

Mr. Kavitski is going to request all electronic copies of all projects that Borton Lawson Engineering Firm has done throughout the years.

APPROVE DECEMBER MINUTES

Mr. Thomas made the motion and Mr. Clymer second. Vote 4-0.

APPROVE DECEMBER PAID INVOICES

Mr. Thomas made a motion to approve the December paid invoices for the Water Division totaling \$ 100,011.40 and the Sewer Division invoices totaling \$ 87,021.77 and Mr. Fisher second. Vote 4-0. (Reference 2286-A).

CURRENT INVOICES

Mr. Kavitski made a motion to approve payment of the current Water Division invoices totaling \$ 109,732.79, Salmicky Enterprises for \$1895.00, the Sewer Division invoices totaling \$ 73,184.53 and the Sandy Run invoices totaling \$ 223.76 and Mr. Fisher second. Vote 4-0. (Reference 2286-B).

FINANCIAL STATUS

The Secretary reviewed the Financial Status as outlined in Reference 2286-C.

The Secretary informed the Board of Directors at the recommendation of our Auditor, John Nonnemacher of Snyder & Clemente, the Non-Member Board Secretary's monthly compensation should be included in her regular payroll due to the fact of the new 1099-NEC forms. The Board – Mr. Kavitski, Mr. Fisher, Mr. Thomas, and Mr. Clymer all agreed for the Board Member Compensation to be added to the paycheck.

SEWER AND WATER DIVISIONS

See Engineering Report Reference 2286-D.

Mr. Fisher made a motion to approve quote from John Gera General Contracting Inc. for a new manhole at lower end of Maple Street for \$ 7,600.00 and Mr. Thomas second. Vote 4-0. (Reference 2286-E).

Mr. Madison stated there are two sewer vents in the Maple/Schwabe Street area that now are now capped, which should take care of the odor complaints.

Mr. Thomas made a motion to purchase sewer pipe from Exeter Supply for \$ 4425.12 and Mr. Clymer second. Vote 4-0. (Reference 2286-F).

Splitter Box design was discussed by Chuck Madison, Technical Manager. The Board decided to table until designs to include weir plates and written quotes are obtained.

Mr. Kavitski stated a problem with Well #10 VFD – FMA reached out to the manufacturer and they will be sending a representative to visit the site.

Catholic Social Services of the Diocese of Scranton sent a letter informing the Authority a gift was made in our honor from Hayden Power Group. (Reference 2287-A).

Discussion on 1128 Schwabe Street because the employees went to the address and the water meter was pulled out and a straight pipe was in its place. Water meter froze, busted and the customer did not inform the Authority, they instead put a straight pipe in for water.

All of the Board – Mr. Kavitski, Mr. Fisher, Mr. Thomas, and Mr. Clymer agreed for a Theft of Services and Frozen Meter Charge to be applied to the customer. (Reference 2287-B).

BORTON LAWSON INVOICES - Nothing currently.

ATTORNEY REPORT

Attorney Fagan has been reviewing the documents that were sent from Luzerne County 911 regarding the land/tower rental agreement in the Upper Lehigh Water Shed. Mr. Kavitski made the motion to approve the agreement and Mr. Fisher second. Vote 4-0. (Reference 2287-C).

Attorney Fagan reviewed security deposit paperwork for 1142 Schwabe Street and recommended returning the deposit of \$75.00. Mr. Thomas made the motion and Mr. Clymer second. Vote 4-0. (Ref. 2287-D).

MANAGER REPORT

Looking over smoke test data to compile a list of addresses that will need to be inspected or dye tested for roof/gutter laterals or sump pumps.

450 Washington St – discovered by plumber roof laterals were connected to sewer system which has now been eliminated.

Discussed 936 Burton & 441 Maple Streets for issues during the Christmas Eve storm – WWTP was overwhelmed with water due to the 4 inches of rain along with excessive snow melt.

New meter installed at Sandy Run. Springtime FMA employees will fence the area.

Well #17 – Air stripper cleaned.

Main & Johnson Intersection – leak fixed temporarily. A more permanent fix will be done at later date.

79 dumpsters out of the wastewater treatment plant in 2020.

D. Murphy completed the Annual Effluent Monitoring Report to the DRBC.

Pole building has new gas heater installed.

OPEN/OTHER ACTIONS

The Authority will be exploring different electrical contractors for maintenance issues and obtaining rates.

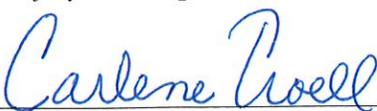
The Board had Executive Session to discuss personnel issues. Mr. Thomas made the motion to approve the pay increases that were discussed in the Executive Session and Mr. Fisher second. Vote 4-0.

ADJOURN

Mr. Fisher made the motion to adjourn the meeting and Mr. Clymer second. Vote 4-0.

These minutes are certified true and correct to the best of my knowledge.


Paul Thomas, Secretary


Carlene Troell, Non-Member Secretary