

LEMON TOWNSHIP AND TUNKHANNOCK TOWNSHIP  
JOINT MUNICIPAL SEWER AUTHORITY

March 5, 2020  
Meeting Minutes

Officers & others present: Veto Barziloski, Jr., John Keefe, Ed Hetzel, Doug Smith, P.E. Consultant, Bill Lawrence, WGL, Steve Rowe P.E. LDG, Rebecca Kilmer, secretary  
Public Sign-in sheet on file

6:05 P.M. Barziloski opened tonight's meeting with the pledge to the Flag.

Previous meeting minutes were reviewed. Keefe motioned to approve the February minutes as recorded, Barziloski seconded, the motion carried. Hetzel abstained due to his absence at the February meeting.

The General and Design bank accounts were reviewed. Hetzel motioned to approve February's financial statements for both the General and Design accounts, Keefe seconded, the motion carried.

A list of invoices was reviewed. Keefe motioned to approve payment of all invoices, Hetzel seconded, and the motion carried.

Kilmer received a call from Bill Joseph with PS Banking updating their proposal by including an estimated closing fee to close on the Line of Credit. Mr. Joseph verbally stated, "the legal fees could be up to but, not exceed \$2500". Bill Lawrence brought it to the attention of the Board that the second item of concern was not addressed; "**Survival of Commitment**" on page 2 of the original Proposal. Keefe motioned to authorize the Chairman of the Authority to sign the Line of Credit Agreement with PS Banking, provided the proposed language by the Authority is included in the Agreement, Hetzel seconded, the motion carried with all in agreement.

Kilmer presented an Agreement to Authorize Electronic Access to Penndot Systems. This form with instructions was given to Kilmer by Kaden Metzger, LDG to complete online and a completed hard copy mailed to Penndot. Resolution #2020-03-01 authorizes Veto Barziloski, Jr, Chairman to be the signatory for this registration. Resolution #2020-03-01 will be included with the hard copy. Keefe, motioned to approve Resolution #2020-03-01, Hetzel seconded, the motion carried.

At this time Steve Rowe, LDG presented various points; bid date is still targeted for March 16<sup>th</sup>; he addressed contract issues between the Board and LDG; suggestion to remove an inspector would save \$94,000; request contractors to do CAD drawings, would save \$56,000, LDG would manage the drawings; remove Martz, the sub-contractor from LDG's contract and the Authority can negotiate their fee.

The Project Budget/Cost Summary was reviewed and explained to the Board. Following some discussion, Keefe motioned to prepare bid documents ready to be sent out by the proposed bid date of March 16<sup>th</sup>, 2020, Hetzel seconded, the motion carried with all in agreement.

Doug Smith spoke of the advertising timeline to be adhered to for the bidding procedure. Kilmer will look into this further.

At this time Barziloski asked for comments or questions from the floor; between the Board and the engineers, many questions were answered satisfactorily. At the close of public comment, Barziloski motioned for the Board to go into executive session for contract discussion, Keefe seconded, the motion carried, and the Board continued their discussion in the garage area of the building. The public stayed to view maps and continue conversation with the engineers.

Upon return from executive session, Barziloski motioned to approve the updated Larson Design Group Construction contract for the total compensation of \$515,000 with not to exceed terms, Keefe seconded, the motion carried with all in agreement. Barziloski asked Steve to send the finished document to the Solicitor once it has been updated with the new terms. He agreed.

At 7:30, Keefe motioned to adjourn the meeting, Hetzel seconded, the motion carried.

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Rebecca G. Kilmer, secretary

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Date