

LEMON TOWNSHIP AND TUNKHANNOCK TOWNSHIP
JOINT MUNICIPAL SEWER AUTHORITY

November 5th, 2020
Meeting Minutes

Officers & others present: John Keefe, Dave Smith, Don Wilson, Ed Hetzel (via conference call) Doug Smith, P.E. Consultant, Bill Lawrence, WGL (via Conference call), Steve Rowe, LDG, Rebecca Kilmer, secretary

Public Sign-in sheet on file

6:00 P.M. Keefe opened tonight's meeting with the pledge to the Flag.

Previous meeting minutes were reviewed. Wilson motioned to approve the October 1st minutes as recorded, Smith seconded, the motion carried.

The October PSBT & PS Banking financial reports were reviewed. Smith motioned to approve October financial statements for both PSBT General and Design/Construction accounts & PS Banking checking account and Line of Credit report, Wilson seconded, the motion carried with all in agreement.

A list of October invoices was reviewed. Wilson motioned to approve and pay all presented invoices for a total of \$38,709.53, Smith seconded, and the motion carried with all in agreement.

Kilmer presented a Commercial Insurance quote for 2021 for review only. Two other companies will have quotes ready for the December meeting. The Board was given a Builder's Risk application with sections to be answered. The sections in question were completed with extensive discussion among the Board members.

Kilmer asked for approval to use PS Bank checking account for Pennvest Construction funds. Smith motioned to approve the use of PS Bank checking account for Pennvest Construction funds, Wilson seconded, the motion was approved with all in agreement.

The Board then reviewed the list of main line and adjacent easements and payments to each. Wilson motioned to approve payment to all property owners who granted mainline and adjacent easements as listed, Smith seconded, all agreed, the motion carried. These easements are recorded at the Wyoming County Recorder of Deeds.

An amended DMS Agreement for the current Pennvest application was reviewed by the Board. Wilson motioned to approve the DMS Amended Agreement, Smith seconded, all approved and the motion carried.

At this time, Steve gave a review of information covered in the Pre-con meetings held on October 28th with all contractors. His information included procedures going forward and

what to expect in the near future. It was also mentioned that clearing crews had just moved into the WWTP site and had begun clearing trees and brush.

At the close of business, Attorney Clary suggested an executive session to discuss litigation issues. Wilson motioned to go into executive session, Smith seconded, all agreed, the motion carried. The public was asked to step out while the Board, Doug Smith, Steve Rowe, Attorney Lawrence, Attorney Clary and Rebecca continued discussion.

After a period of time, the regular meeting reconvened.

Resolution #2020-11-01 allows filing for "Declarations of Relinquishment" regarding easements for the Lake Carey Sewer Project. Smith motioned to approve Resolution #2020-11-01, Wilson seconded, all in favor approved the motion.

As an added motion, Smith moved to appoint John C. Keefe as agent for the Authority to sign the Declarations, Wilson seconded, all approved, and the motion carried.

Kilmer requested from the Board to begin invoicing for Reserve taps. A sample invoice was drafted to upload to the Authority's website for the public to print out, complete and mail in with payment. Wilson motioned for Kilmer to begin invoicing Reserve taps and Connection fees onto www.lemtunksa.org once the actual cost was verified, Smith seconded, all approved, and the motion carried.

Keefe offered the floor to the public. With one resident in attendance, the only questions were fees and location of the main line on Billings Mill Road.

With satisfactory answers, Smith motioned to adjourn, Wilson seconded, all agreed, and the motion carried. The meeting ended at 7:30 PM.....

So, Dave could get home for his birthday cake!! Happy birthday, Dave and Happy late birthday, John!

Rebecca G. Kilmer, secretary

Date