

LEMON TOWNSHIP AND TUNKHANNOCK TOWNSHIP  
JOINT MUNICIPAL SEWER AUTHORITY

March 4<sup>th</sup>, 2021  
Meeting Minutes

Officers & others present: Veto Barziloski, Jr., John Keefe, Samantha Hoover, Dave Smith, 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. Barziloski opened tonight's meeting with the pledge to the Flag.

Both January and February meeting minutes were reviewed. Keefe motioned to approve the January minutes as recorded, Smith seconded, all approved, the motion carried. Keefe motioned to approve February minutes as drafted, Hoover seconded, all approved, the motion carried.

Regarding the three (3) months of covid related deferred interest payments on the Design loan #27901, Pennvest has allowed payment now or at the maturity of the loan. Barziloski motioned to pay the three months (June, July, August 2020) of deferred interest payments for Loan #27901 related to covid now rather than at the maturity of the loan, Keefe seconded, all agreed, and the motion carried.

Kilmer informed the Board of payroll errors submitted to Pennvest. Copy of the errors was provided to the Board and Kilmer stated that Pennvest has been notified and correction will be completed in Payment Request #6 of Loan #75361.

Regarding invoices copied for each Board member at every meeting, Kilmer asked if all invoices could be scanned and sent to Board members prior to monthly meetings and have 1 hard copy of each invoice available at the meetings. This is acceptable. If any Board member requests a hard copy, it will be provided.

February PSBT & PS Banking financial reports were reviewed. Smith motioned to approve February financial statements for both PSBT General and Design accounts & PS Banking Construction checking account, Keefe seconded, the motion carried with all in agreement.

A list of invoices was reviewed. Keefe motioned to approve and pay all presented invoices for a total of \$899,744.30, Smith seconded, and the motion carried with all in agreement.

The Board reviewed a draft letter answering Mr. Kwasny's questions regarding use of his property after the outfall pipe has been installed. The Board felt it addressed simple questions and with Bill's review it can be sent to Mr. Kwasny.

LDG Engineer, Steve Rowe began his report with a request to schedule a work session regarding Rules & Regulations for the Lake Carey System. There is a need to be consistent with information given to both residents and Contractors. Various dates were suggested. The agreed date of March 24<sup>th</sup> @ 6:00 pm was set. Barziloski motioned to advertise a special meeting for March 24, 2021 at 6:00 pm for the purpose of discussing and drafting Lake Carey Sewer Rules and Regulations with other issues to be discussed if needed. Smith seconded, all agreed, the motion carried. Barziloski suggested to post this information on the website as well, encouraging residents to ask questions or make comments.

Kilmer suggested that a Bond is necessary since the Authority is bringing in payments. Keefe motioned to purchase a \$600,000 Bond with The Kilmer Group to cover the secretary/treasurer, Rebecca Kilmer, Hoover seconded, all approved, the motion carried. Annual cost is \$550.00.

Steve reported Milnes' progress on the WWTP site, they have started building 100; he spoke with Matt Crawford with Harger, winter weather caused a halt to their work on Indian Spring Road; they are taking pictures of properties and grinder pump locations. GR Noto is not able to work currently.

Milnes Change Order #1 was brought back to the Board with a change in language to include specifically winter conditions. In addition, Milnes will inform the LDG inspector when winter conditions work is necessary, the inspector will sign off for approval to receive payment from Change Order #1 funds.

Milnes Change Order #2 allows for the increased cost of building materials that was the result of a delayed start in construction of the WWTP. Supporting invoices are attached to Change Order #2.

Following discussion and clarification of both Change Orders, Keefe motioned to approve Contract 1A Change Order #1, Smith seconded, the motion carried with all in agreement.

Continuing, Smith motioned to approve Contract 1A Change Order #2, Barziloski seconded, the motion carried with all in agreement.

At this time Barziloski asked for comments or questions from the floor. Mr. Bialy asked for information regarding the use of port-a-potties since he has no water or facilities in his garage on Indian Spring Road. He has a port-a-potty on-site for occasional visits to his property. After some discussion, he was informed that this issue will be addressed at the upcoming Special meeting on March 24<sup>th</sup>. Mr. Bialy left the regular meeting.

For an easement issue, Keefe motioned for the Board to enter executive session, Smith seconded, approved by all.

At the close of discussion Smith motioned to conclude executive session and return to regular session, Keefe seconded, motion carried, all agreed.

Upon return to regular session, Keefe motioned to approve Resolution 2021-03-01 and bond, Hoover seconded, all approved and the motion carried. Resolution 2021-03-01 refers to a Penelec ROW to provide power to the WWTP.

At 7:50 pm, Smith motioned to adjourn, Keefe seconded, the motion carried with all in agreement.

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Rebecca G. Kilmer, secretary

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Date