

LEMON TOWNSHIP AND TUNKHANNOCK TOWNSHIP
JOINT MUNICIPAL SEWER AUTHORITY

February 3rd, 2022
Meeting Minutes

Officers & others present: Chairman Veto Barziloski, Jr., John Keefe, Samantha Hoover, Ed Hetzel, Doug Smith, P.E. Consultant, Steve Rowe, LDG, Bill Lawrence, WGL, Rebecca Kilmer, secretary

Public Sign-in sheet on file

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

Keefe motioned to approve December minutes as recorded, Hoover seconded, motion carried. Barziloski moved to accept January 2022 minutes as recorded, Hoover seconded, motion carried.

Financial reports for all bank accounts were reviewed. Keefe motioned to accept January 2022 financial reports for PSBT General & Design accounts and PS Bank Construction account, Hoover seconded, the motion carried.

A list of invoices was presented to the Board for approval to pay. Barziloski questioned if all invoices were Pennvest eligible, Kilmer responded that the Martz Tech programming invoice would be paid from the General account. Hetzel motioned to pay all listed invoices, Barziloski seconded, all approved, and the motion carried.

For the Engineer's report, Steve reported on the WWTP construction site status; Harger Utility has shut down for January & February and weather permitting will resume work in March. Steve then addressed Change Orders for the Board to review;

- CO #18 was previously approved & numbering will not need to be changed
- CO #16 - UV building lumber cost increase
- CO #17 - Control pad construction required more stability
- CO #19 - Generator use before power was made available. This Change Order was updated with a deduct for costs earlier in the Project and both Contract 1A and 1B agreed to the \$2000 deduct which will be shared by both Contracts
- GR Noto Co #9 - Install emergency E stop provided by General Contractor

Keefe motioned to approve all change orders as presented, Hoover seconded, the motion carried. Steve verified that the Board agreed with submitting CO #19 to the miscellaneous line item in the Engineering budget. The Board agreed it was a good idea. This will not draw out of the contingency funds.

Earl Thomas with Milnes mentioned that the WWTP construction is near completion. He will soon arrange a time for formal completion procedure with the Board.

With no other business or questions, Barziloski motioned to go into executive session to discuss a personnel issue, Keefe seconded, all agreed & the motion carried. At the close of discussion, Hoover motioned to return to regular session of tonight's meeting, Keefe seconded, the motion carried.

At this time the Board decided to interview three (3) operator applicants of the five (5) resumes submitted. Briefly discussing the best date and time, they felt the next meeting date would work best. Hoover motioned to interview Environmental Services, Mike Franko & Shaun Fortney for the WWTP operator position on March 3rd starting at 4:30 PM, Keefe seconded, and the motion carried. Approximately a half hour for each candidate including Board discussion following the interviews before the start of the regular meeting. With the change of time for the monthly meeting, an advertisement of this change should be in the local paper. Hoover motioned to post an ad indicating a 4:30 PM start to March 3rd meeting to discuss a personnel matter in executive session. The regular Authority meeting will follow the close of the executive session, Barziloski seconded, the motion carried.

Business was finished at this time, Keefe motioned to adjourn the meeting, Barziloski seconded, and the motion carried. Meeting was adjourned at 7:25

Rebecca G. Kilmer, secretary

Date