



245 Main Street Conyngham Pa. 18219 P (570) 788-0608 F (570) 788-6146

February 22, 2022

The Conyngham/Sugarloaf Joint Municipal Authority met for a Regular Session on February 22, 2022, at 7:00 pm. The meeting was publicly advertised and accessible by computer or phone using GoToMeeting’s virtual conferencing service. It was called to order by Vice Chairman Olander, the Pledge of Allegiance was recited, and roll was taken.

Present: Joseph Gallagher, Greg Olander, Marc Eble, Marguerite Woelfel, Andre Marchese, Ed Gregory (Operations Manager), Peter O’Donnell (Solicitor), Rich Harrison (Engineer), Bianca Martincek (Recording Secretary)

Absent: None

Public Comment on Agenda Items: None

Invited Guests: None

Motion

Resolution No. 8: Motion to Approve Minutes of the January 25, 2022 Reorganizational and Regular Meetings – Woelfel. Second - Marchese

Questions on the Motion: None

ROLL CALL VOTE:

Eble	-	Affirmative	Woelfel	-	Affirmative
Olander	-	Affirmative	Marchese	-	Affirmative
Gallagher	-	Affirmative			

Treasurer’s Report:

Item 1: Treasurer Woelfel presented the Treasurer’s Report. The document was also displayed on the video call. A copy of the report is on file and available for review.

Motion

Resolution No. 9: Motion to Approve the Treasurer’s Report Ending January 31, 2022 – Marchese. Second – Olander

Questions on the Motion: None

February 22, 2022

ROLL CALL VOTE:

Eble	-	Affirmative	Gallagher	-	Affirmative
Marchese	-	Affirmative	Woelfel	-	Affirmative
Olander	-	Affirmative			

Item 2: Details of the Accounts Payable Report were examined. A copy of the report is on file and available for review.

Motion

Resolution No. 10: Motion to Approve the Payment of Invoices and Unpaid Bills Totaling \$36,517.65 – Olander. Second – Woelfel

Questions on the Motion: None

ROLL CALL VOTE:

Eble	-	Affirmative	Gallagher	-	Affirmative
Marchese	-	Affirmative	Woelfel	-	Affirmative
Olander	-	Affirmative			

Solicitor’s Report:

Item #1: On February 10, 2022, Solicitor O’Donnell visited the three proposed locations for antennas that will communicate with the new water meter system. The first location is set on an existing Frontier telephone pole on Banks Avenue. The second location is beside the Rhedwood Circle cul-de-sac. An easement to one of the Authority’s tanks is near the top of this circle. Ideally, an antenna pole can be installed there, as close to the green belt without causing signal interference. The third location is on a property in the back of Brookhill. In return for the removal of a 20-foot fir tree, owner has given the Authority permission to install an antenna pole on the property. As a result, an easement to the antenna’s location will most likely need to be secured. Solicitor O’Donnell will research these propositions further.

Item #2: An email correspondence regarding a discussion with a rate payer was sent to the Board. Specifically, the customer had contacted O’Donnell with questions concerning potential litigation issues and the 537 Plan. Since the customer will indicate how he wishes to proceed, no action is necessary at this time.

Engineer’s Report:

Item #1: Action items specified on the 537 Plan are being worked on. Currently, a work order is being put together for a special study of the portion of Sugarloaf Township that advances into



245 Main Street Conyngham Pa. 18219 P (570) 788-0608 F (570) 788-6146

February 22, 2022

Hazleton, and it will be on the agenda for next month. Noteworthy, Engineer Harrison’s team is following the implementation schedule as closely as possible, apart from the Pilot project.

Item #2: Data is continuing to be collected and downloaded from the flow monitoring meters. Harrison has not been alerted of any problems from Jeremy, the individual responsible for analyzing this information.

Item #3: Harrison is in communication with two vendors for the design position and intent of the new wastewater treatment plant. Accordingly, he sent a few videos to the Board explaining how the SBR Max works. Such is being designed around a peak month with a peaking factor of 5 over an average of 0.75. As a result, the facility’s tankage will increase by 5 times.

As for the UV system, Harrison is considering vendors Aquionics and ETS for a medium in pipe pressure system. Both systems are similar, in that they are self-cleaning, low maintenance, and reliable. If the Board suggests a different manufacturer, please let him know.

Item #4: Chairman Gallagher recommended that the Authority look into replacing select waterlines, specifically in Luchi Manor of Sugarloaf Township. Harrison asked for a budget figure to work on some sample drawings, and he will also get unit costs for footage. It was further noted that small projects would be ideal as NPDES stormwater management permitting is required for more than 1 acre of disturbance.

Item #5: As of January 26, 2022, eligible applicants for Statewide Local Share Assessment (LSA) grants include municipal authorities. Resolution No. 11, which requests two grants for the Pilot sewer extension and the sewer replacement and rehabilitation project, was presented.

Motion

Resolution No. 11: Motion to Apply and Request Two LSA Grants Totaling \$1,850,000 in State Funds – Woelfel. Second – Olander

Questions on the Motion: None

ROLL CALL VOTE:

Eble	-	Affirmative	Gallagher	-	Affirmative
Marchese	-	Affirmative	Woelfel	-	Affirmative
Olander	-	Affirmative			

Manager’s Report:

Item #1: The Manager’s Report was presented to the Board by Operations Manager Gregory. It was also displayed on video. A copy of the report is on file and available for review.



245 Main Street Conyngham Pa. 18219 P (570) 788-0608 F (570) 788-6146

February 22, 2022

Old Business

Item #1: As the 537 Plan progresses, Treasurer Woelfel emphasized the need to establish policies concerning the allotment and retention of potential EDUs. Harrison will speak with an Engineer Operator at his firm that has pertinent experience. The Board agreed that an in-person work session with the engineering design team should be scheduled in order to become acquainted. During that time, formal EDU policies can be debated. An informative work session with the servicing municipalities would also be advantageous in the future.

New Business: None

Public Comment: None

Executive Session: At this time, Harrison pronounced he had a few legal matters involving the DEP that he would like to discuss in an executive session.

Motion

Motion to Move to an Executive Session Following the Meeting – Olander. Second – Woelfel

Questions on the Motion: None

Voice Vote – Five (5) Yes. Motion carries unanimously.

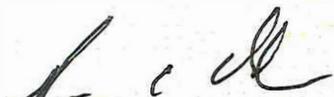
Motion

Motion to Adjourn the Meeting on Tuesday, February 22, 2022 – Eble. Second – Marchese.

Questions on the Motion: None

No Roll Call – Unanimous.

Attest:



CSJMA Secretary