



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

May 24, 2022

The Conyngham/Sugarloaf Joint Municipal Authority met for a regular session on May 24, 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 Chairman Gallagher, the Pledge of Allegiance was recited, and roll was taken.

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

Absent: Andre Marchese

Public Comment on Agenda Items: None

Invited Guests: None

Motion

Resolution No. 23: Motion to Approve Minutes of the April 26, 2022 Regular Meeting – Woelfel. Second – Olander

Questions on the Motion: None

ROLL CALL VOTE:

Eble	-	Affirmative	Woelfel	-	Affirmative
Olander	-	Affirmative	Marchese	-	Absent
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. 24: Motion to Approve the Treasurer's Report Ending April 30, 2022 – Eble. Second – Olander

Questions on the Motion: None

ROLL CALL VOTE:

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



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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. 25: Motion to Approve the Payment of Invoices and Unpaid Bills Totaling \$66,322.53 – Woelfel. Second – Olander

Questions on the Motion: None

ROLL CALL VOTE:

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

Solicitor’s Report:

Item #1: A couple liens have been satisfied since the last meeting. Neither at a cost to the Authority. The outstanding bills and attorney fees were paid by the customers.

Item #2: The placement of the antenna poles, that will communicate with the new water meters, is ongoing. Solicitor O’Donnell spoke with Attorney Baranko, Sugarloaf Township’s Solicitor, in regard to the lot 97 location in the back of Brookhill. This pole specifically will be at the Township’s right of way on the Authority’s existing 10 foot easement. Baranko asked that a formal, written request be made to move forward.

Deb Garrick, at Frontier Communications, has yet to grant the Authority a conditional approval to attach an antenna to the company’s pole on Banks Ave. O’Donnell expressed the time sensitivity of this matter in relation to the contractor’s availability.

Engineer’s Report:

Item #1: The critical items on the implementation schedule remain on track. Mary Beth Peters, at Entech Engineering, is currently finalizing part one of the NPDES water quality permit.

Item #2: Engineer Harrison, Chairman Gallagher, and Peters attended the scheduled meeting with the Department of Environmental Protection (DEP) and Sugarloaf Township. Records indicate that when the Candlewood Hotel project was built, the existing force main was dedicated to the township. More research needs to be done; however, if the township owns the pump station, developers will be able to connect to the wet well as long as the pump station is upgraded. Hopefully, this information, if verified, will justify eliminating the 537 Plan’s special study.

A conference with Sugarloaf Township and the Greater Hazleton Joint Sewer Authority (GHJSA) should be coordinated to discuss the ramifications of such development.



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Item #3: The Authority's individual sewer rental rate increased to \$50 in 2014. According to the Engineering News Record, cost indices since then have risen by 30%. Most recently, the unforeseen pandemic and subsequent foreign affairs have caused dramatic inflation of oversea materials. As a result, The Authority must be strategic when increasing prices to optimize funding. Additionally, it is important that the Authority's financials are allocated to correct department (water or wastewater) and any approved projects.

Item #4: The drawings for the Sewer Rehab and Rehabilitation Project have been drafted at 50%. They include wetland deliniations and limited areas of disturbance. Copies will be forwarded to the Board by next week.

Item #5: Multi-Demensional Intergeration (MDI) failed to complete their COSTARS application. The company will price the water system SCADA as a package to include professional services, equipment, and installation once approved.

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.

The Authority's current water/wastewater operator is negotiating to accept a new job at a local municipality. His reason for resigning is the position's weekend work schedule. Gregory and the operator rotate weekends, working a few hours each day. It was administratively recommended that the Authority begin advertising for this fundamental position immediately. Members of the Board agreed; however, any incentives to become a certified operator must be discussed.

A conversation was had about possibly hiring a third operator. Doing so would decrease the number of individual employee hours worked outside of the Authority's regular, weekday schedule. It also would ensure that there are at least two operators available to respond to emergencies at any time.

Item #2: Biro's Septic and Drain would like to terminate their contract with the CSJMA ending August 10, 2022. Increased expenses have the company operating at loss. After reviewing the contract, Solicitor O'Donnell will forward his recommendations to the Board.

Old Business

Item #1: The advertising of a temporary laborer position is inessential at this time. The Authority must concentrate on hiring a water/wastewater operator.

Motion

Motion to Remove Resolution No. 52 of 2021 and Resolution No. 26 of 2022 from the agenda – Olander. Second – Eble.



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Voice Vote – Four (4) Yes. Motion carries unanimously.

New Business: None

Board Comments

Item #1: Conyngham Brough is applying for the necessary permits to begin construction on Goulds Way. The area will be dug up to remove trees, widen sidewalks, and add lighting. Sewer lines on Goulds Way are included in the approved Sewer Rehabilitation and Replacement Project. Secretary Eble suggested that Engineer Harrison contact the Borough to see if this portion of the project could be coordinated with their plans advantageously.

Public Comment: None

Executive Session: None

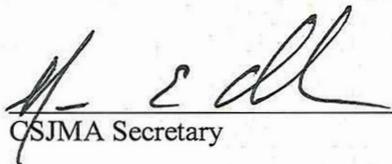
Motion

Motion to Adjourn the Meeting on Tuesday, May 24, 2022 – Eble. Second – Woelfel.

Questions on the Motion: None

No Roll Call – Unanimous.

Attest:



CSJMA Secretary

