



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

June 28, 2022

The Conyngham/Sugarloaf Joint Municipal Authority met for a Regular Session on June 28, 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: Joe Gallagher, Greg Olander, Marc Eble, Ed Gregory (Operations Manager), Peter O'Donnell (Solicitor), Rich Harrison (Engineer), Bianca Martincek (Office Administrator/Recording Secretary)

Absent: Marguerite Woelfel, Andre Marchese

Public Comment on Agenda Items: None

Invited Guests: None

Motion

Resolution No. 27: Motion to Approve Minutes of the May 24, 2022 Regular Meeting – Eble.
Second – Olander

Questions on the Motion: None

ROLL CALL VOTE:

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

Treasurer's Report:

Item 1: Office Administrator Martincek 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. 28: Motion to Approve the Treasurer's Report Ending May 31, 2022 – Olander.
Second – Eble

Questions on the Motion: None



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ROLL CALL VOTE:

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

Motion

Motion to transfer \$300,000 from the Authority's revenue account to its PLIGIT account – Olander. Second – Eble

ROLL CALL VOTE:

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|-----------|---|-------------|----------|---|--------|
| Eble | - | Affirmative | Woelfel | - | Absent |
| Olander | - | Affirmative | Marchese | - | Absent |
| Gallagher | - | 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. 29: Motion to Approve the Payment of Invoices and Unpaid Bills Totaling \$59,157.25 – Eble. Second – Olander

Questions on the Motion: None

ROLL CALL VOTE:

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

Solicitor's Report:

Item #1: Solicitor O'Donnell's office was informed that the Authority's request to place an antenna pole on Sugarloaf Township's right away in the Meadows subdivision was approved. A formal, written approval from the Township will be delivered.

An agreement with Frontier Communications to install an antenna on their Banks Avenue pole is nearly complete. The location will be secured by next month's meeting.

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Engineer's Report:

Item #1: Revised dates on the 537 Plan's implementation schedule were presented. The NPDES permit renewal for the existing wastewater treatment plant (WWTP) was received. An amendment for the upgraded plant's permit, including Act 14 notifications per the Department of Environmental Protection's (DEP) standards, are near complete and will be submitted to the Department before the next board meeting.

Item #2: Engineer Harrison attended a meeting with the DEP and the Greater Hazleton Joint Sewer Authority (GHJSA). Records indicate that the pump station from the Candlewood Hotel and Hampton Inn was intended to be owned by Sugarloaf Township and the portion of the force main in West Hazleton Borough was intended to be owned by West Hazleton Borough. According to the DEP, Sugarloaf Township will be responsible for the indicated pump station. The GHJSA will assume responsibility of the force main.

In the meantime, Scott from the DEP is searching for a larger pump station that will handle the flows from the hotels and future warehouse development in order to ultimately get the force main off the interstate. Ideally, Sugarloaf Township would remain responsible for the new pump station and the future developers would bear the incurred costs.

Item #3: Major sources of inflow and infiltration (I & I) are expected to be located in the historical sections of the Authority's service area during the meter replacement program. If sump pumps are located in just 10% of the inspected homes, flows would dramatically decrease.

Item #4: Once additional sources of I & I are located and sump pump removal notices are issued, additional EDUs will be requested from the DEP. To prepare for this, a formal EDU allocation policy must be established. Harrison will coordinate a work session on this matter with the Board via email.

Item #5: The design of the new WWTP will be 90% complete by next month's meeting. Upon approval, it will be submitted and reviewed by the DEP for permits. During that time, the structural and electrical design will be finished. The plant's overall design is functional and easy to operate.

Item #6: Only one bid was received for the Goulds Way Sewer Main Replacement Project. To attract more competitive bids, the scope of the project is going to be increased by approximately 200 linear ft to the next manhole. Before advertising for bids, Harrison will confirm that the next segment beyond the manhole is in good condition.

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Item #7: Multi-Dimensional Integration has completed their COSTARS application to price the water system SCADA. The terms of their contract, specifically in regard to electrical installation, have yet to be reviewed by Harrison.

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 search for an operator has proven difficult. Following interviews, one candidate was selected to be considered by the Board. After discussing the individual’s background and qualifications, a rate structure was agreed upon. It was recommended that the candidate participate in a walkthrough of the position’s daily operations prior to determine if the position is opportune.

Old Business

Item #1: A quote to order a utility body, to be attached to the anticipated 2022 Ford F250 truck, was provided by Lancaster Truck Bodies in the amount of \$13,335.00.

Resolution No. 30: Motion to Approve the Quote and Purchase of a Truck Utility Body in the Amount of \$13,335.00 from Lancaster Truck Bodies – Olander. Second – Eble

Questions on the Motion: None

ROLL CALL VOTE:

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

Item #2: The current sludge hauling contract with Biro’s Septic and Drain ends August 11, 2022. The company would like to terminate this contract early due to unforeseen costs. After a review of the document, this request was denied. The Authority will advertise for bids of a new 2-year sludge hauling contract to begin August 1, 2022.

New Business: None

Public Comment: None

Executive Session: None



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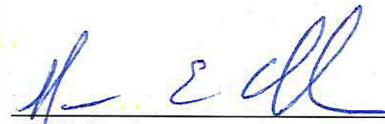
Motion

Motion to Adjourn the Meeting on Tuesday, June 28, 2022 – Eble. Second – Olander.

Questions on the Motion: None

No Roll Call – Unanimous.

Attest:



CSJMA Secretary

