



245 Main Street  
P.O. Box 469  
Conyngham, PA 18219  
Phone (570) 788-0608  
Fax (570) 788-6146

February 28, 2023

The Conyngham/Sugarloaf Joint Municipal Authority met for a Regular Session on February 28, 2023 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 Chairperson Gallagher, the Pledge of Allegiance was recited, and roll was taken.

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

Absent: Marc Eble, Marguerite Woelfel

**Public Comment on Agenda Items:** None

**Invited Guests:** Chris Pittinger

Mr. Pittinger was not in attendance.

Motion

Resolution No 4: Motion to Approve Minutes of the January 24, 2023 Reorganizational and Regular Meeting – Olander. Second - Marchese

Questions on the Motion: None

**ROLL CALL VOTE:**

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

**Treasurer’s Report**

Item 1: The Treasurer’s Report was read by Office Administrator Martincek. A copy of the report is on file and available upon request.

Motion

Resolution No 5: Motion to Approve the Treasurer’s Report Ending January 31, 2023 – Marchese. Olander – Gallagher



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Questions on the Motion: None

ROLL CALL VOTE:

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

Item 2: Expenses on the Accounts Payable Report were reviewed. A copy of the report is on file and available upon request.

Motion

Resolution No 6: Motion to Approve the Payment of Invoices and Unpaid Bills Totaling \$201,534.59 – Olander. Second – Gallagher

Questions on the Motion: None

ROLL CALL VOTE:

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

Solicitor’s Report

Item 1: The Board agreed to proceed with the proposal provided by Solicitor O’Donnell in a confidential email to resolve potential litigations between the Authority and Conyngham Food and Beverage, Inc.

Motion

Motion to Authorize Solicitor O’Donnell to Begin the Necessary Procedures to Resolve Matters Regarding Potential Litigations as Detailed via Email – Gallagher. Second – Olander

Questions on the Motion: None



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**ROLL CALL VOTE:**

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

**Engineer’s Report**

Item 1: Entech Engineering attended a meeting held by Scott at the Department of Environmental Protection with representatives of Bellagio Fields and Sugarloaf Township. The meeting concluded with Bellagio Fields agreeing to install an equalization tank as the current wastewater treatment plant is at capacity and there are no additional connections available.

Minutes of this meeting were not recorded but a call sheet of participants will be distributed to the Board and Solicitor.

Item 2: An outstanding notice of violation has delayed part II of the Water Quality Management permit for the new wastewater treatment plant from being approved. This notice was responded to thoroughly by Operations Manager Gregory upon receipt; however, the DEP failed to react. As such, a consent order agreement to build a new wastewater treatment plant is the only solution to address the offenses and ultimately be granted the permit to move forward.

Engineer Harrison’s team intends to continue with the structural and electrical design as a consent order is being negotiated.

**Motion**

Resolution No 7: Motion to Authorize Negotiations of a Consent Order Agreement Between the Authority and DEP – Olander. Second – Gallagher

Questions on the Motion: None

**ROLL CALL VOTE:**

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



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Item 3: The Authority had requested a 7 million dollar grant from the Pennsylvania Local Share Account for the Pilot Sewer Extension Project. These funds have still not been awarded.

Item 4: Before proposing an amendment to the Authority’s Rules and Rates to include language for special use facilities, Harrison will examine recorded flow data to determine how peak flows are impacted by the existing car wash on fair weather days.

Item 5: The Chapter 94 Report for the 2022 calendar was presented by Harrison. A copy of the report is on file and available upon request.

Motion

Resolution No 8: Motion to Approve the Submission of the Completed Chapter 94 Report for 2022 – Olander. Second – Marchese

Questions on the Motion: None

ROLL CALL VOTE:

Eble	-	Absent	Woelfel	-	Absent
Marchese	-	Affirmative	Gallagher	-	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 upon request.

Item 1: Two customers refuse to comply with the Authority’s requests to install new water meters at their residences. The current Rules and Regulations state that water service may be discontinued, after due notice, for such reason.

Solicitor O’Donnell will draft a letter that obeys customers’ due process rights with meaningful notice and the opportunity to meet with a representative of the Authority who has decision making power to be posted on the doors of those who are unwilling to cooperate.



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**Old Business**

Item 1: As a consent order agreement may accelerate the construction of the new wastewater treatment plant, the Authority must prepare for the possibility of new EDUs becoming available sooner than anticipated. Vice-Chairperson Olander insisted that a summary, referencing the previous work session with David Busch of Keystone Consulting, be prepared soon for the Board to comment on.

Item 2: Drafted language amending the Rules and Regulations to reduce the amount of time allowed for customer repairs of water leaks will be sent to the Board by O'Donnell for review prior to next month's meeting.

**New Business:** None

**Public Comment:** None

**Executive Session:** None

**Motion**

Motion to Adjourn Meeting on Tuesday, February 28, 2023 – Olander. Second – Gallagher

Questions on the Motion: None

No Roll Call – Unanimous.

Attest:

CSJMA Secretary