



245 Main Street
P.O. Box 469
Conyngham, PA 18219
Phone (570) 788-0608
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March 28, 2023

The Conyngham/Sugarloaf Joint Municipal Authority met for a Regular Session on March 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, Marguerite Woelfel, Ed Gregory (Operations Manager), Peter O'Donnell (Solicitor), Rich Harrison (Engineer), Bianca Martincek (Recording Secretary)

Absent: Marc Eble, Andre Marchese

Public Comment on Agenda Items: None

Invited Guests: None

Motion

Resolution No 9: Motion to Approve Minutes of the February 28, 2023 Regular Meeting – Woelfel.
Second - Olander

Questions on the Motion: None

ROLL CALL VOTE:

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

Treasurer's Report

Item 1: The Treasurer's Report was read by Treasurer Woelfel. A copy of the report is on file and available upon request.

Motion

Resolution No 10: Motion to Approve the Treasurer's Report Ending February 28, 2023 – Olander.
Second – Gallagher

Questions on the Motion: None



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ROLL CALL VOTE:

Eble	-	Absent	Woelfel	-	Affirmative
Marchese	-	Absent	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 11: Motion to Approve the Payment of Invoices and Unpaid Bills Totaling \$57,454.38 – Olander. Second – Woelfel

Questions on the Motion: None

ROLL CALL VOTE:

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

Solicitor's Report

Item 1: Conyngham Borough's Solicitor, Attorney Karpowich, requested information regarding the status of the 537 Plan, EDU Allocation Policy, and possible release of additional EDUs. In return, Karpowich was provided with a copy of the most recent 537 Plan's Implementation Schedule. He was also informed that a formal EDU allocation policy is under development as the Authority before potential EDUs become available.

Item 2: Emails were circulated to the Board by Solicitor O'Donnell pertaining to resolved matters with Conyngham Food and Beverage that include property damage from a sewer backup and disputed water bill charges. Noteworthy, a release will be signed by the customer upon acceptance of the insurance claim decision.

Item 3: Notices that provide adequate due processes were sent to Manager Gregory to post on the doors of the remaining two customers who have refused to install new water meters.

Item 4: Revisions to the Authority's Rules and Regulations concerning the time customers have to repair water leaks were also circulated to the Board for review. Although lengthy, the proposed language cannot be interpreted and decreases the maximum number of days that can possibly be allotted due to negligence.



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Resolution No. 12: Motion to Accept the Settlement with Conyngham Food and Beverage for the Disputed Water Bill – Gallagher. Seconded – Woelfel

ROLL CALL VOTE:

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

Engineer's Report

Item 1: The anticipated dates on the 537 Plan's Implementation Schedule were not updated as Engineer Harrison is unaware of the Consent Order Agreement's future impact. He was however, able to revise the Construction Schedule and design of the new wastewater treatment plant which was presented. According to the Schedule, construction will begin June, 2024.

Item 2: The 1 million dollar LSA grant request for the Pilot Sewer Extension Project was denied. Optimistically, if the Consent Order Agreement is received soon, it can be forwarded to the State in favor of the Authority's 7 million dollar PA H2O Water Supply grant request.

Item 3: Part II of the Water Quality Management Permit will be issued once the Consent Order is signed by the Department of Environmental Protection. Additionally, a preliminary permit received from the Department reads that the NPDES permit must only be issued prior to discharging of the new plant.

Item 4: Once a draft of the Consent Order Agreement is received, Harrison recommended that a request be made in return for justifiable EDUs with the necessary Allocation Policy attached. Consequent to hearing this, the Board emphasized the need to establish the EDU Allocation Policy as soon as possible in preparation.

Furthermore, language concerning requirements to reserve available capacity will have to be adopted into the Rules and Regulations before the new plant is operating. Vice-Chairperson Olander will forward Solicitor O'Donnell a concise agreement concerning such that the Greater Hazleton Joint Sewer Authority recently finalized.

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.



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Old Business

Item 1: Marguerite Woelfel was reappointed for a 5 year term on the CSJMA Board as a representative of Sugarloaf Township on January 13, 2023. A copy of the Township’s meeting minutes are on file and available upon request.

New Business:

Resolution No 13: Approval of the Quote from Robert C. Young, Inc. in the Amount of \$19,500 for the Payment of Gould’s Way – Olander. Seconded - Woelfel

ROLL CALL VOTE:

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

Public Comment: None

Executive Session: An executive session was held following the meeting to discuss personnel matters.

Motion

Motion to Adjourn Meeting on Tuesday, March 28, 2023 – Woelfel. Second – Olander

Questions on the Motion: None

No Roll Call – Unanimous.

Attest:



CSJMA Secretary