



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

March 24, 2026

The Conyngham/Sugarloaf Joint Municipal Authority met for its Regular Session on March 24, 2026 at 6:00 pm. The meeting was publicly advertised and held at the Conyngham Borough building. It was called to order by Chairperson Pecora, the Pledge of Allegiance was recited, and roll was taken.

Present:, Chairperson; Jen Pecora Vice-Chairman; Rich Tihansky, Treasurer; Marguerite Woelfel (remotely), Assistant Treasurer -- Secretary; Jeffrey Kubitz, Operations Manager; Ed Gregory, Solicitor; Joe Baranko, Entech Engineer; Mary Beth Peters, Office Administrator – Recording Secretary; Amy Yencho

Absent: Secretary; Joe Gallagher, Engineer Bryon Killian. Due to CSJMA Microphone experiencing technical difficulties Marguerite Woelfel could not hear anything and disconnected.

Public Attendance: Mike Schadder, Ron Schadder, Michael Leib

Public Comment: See below

Invited Guests: None

Motion

Resolution No 8: Motion to Approve Minutes of the February 4, 2026 Regular Meeting. – Kubitz made the motion. Tihansky Seconded the motion. Motion carried.

Questions on the Motion: None

ROLL CALL VOTE:

Gallagher	-	Absent	Woelfel	-	Absent
Kubitz	-	Yes	Pecora	-	Yes
Tihansky	-	Yes			

Motion

Resolution No 9: Motion to Approve Minutes of the February 24, 2026 Regular Meeting. – Kubitz made the motion. Tihansky Seconded the motion. Motion carried.

Questions on the Motion: None

ROLL CALL VOTE:

Gallagher	-	Absent	Woelfel	-	Absent
Kubitz	-	Yes	Pecora	-	Yes
Tihansky	-	Yes			

Treasurer's Report

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



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Motion

Resolution No 10: Motion to Approve the Treasurer’s Report ending February 28, 2026 – Pecora made the motion, Tihansky Seconded motion. Motion Carried.

Questions on the Motion: None

ROLL CALL VOTE:

Gallagher	-	Absent	Woelfel	-	Absent
Kubitz	-	Yes	Pecora	-	Yes
Tihansky	-	Yes			

Motion

Resolution No 11: Motion to Approve the Payment of Invoices and Unpaid Bills Totaling \$97,819.52 Tihansky made motion, Kubitz Seconded motion. Motion Carried.

Questions on the Motion: None

ROLL CALL VOTE:

Gallagher	-	Absent	Woelfel	-	Absent
Kubitz	-	Yes	Pecora	-	Yes
Tihansky	-	Yes			

Solicitor’s Report

Item 1: Solicitor Baranko mentioned he, Lynn (consultant) and Amy (office administrator) are in the process of reviewing the Employee Handbook and Solicitor Baranko is working on disciplinary action.

Engineer’s Report

Item 1: WWTP Expansion Project: Engineer Peters recommended the following payments to be approved; Payment 13 Pioneer Construction Co. for \$315,629.00.

Motion

Motion to Approve payment No. 13 to Pioneer Construction Co. in the amount of \$316,629.00. Pecora made the motion. Kubitz Seconded the motion. Motion carried.

Questions on the Motion: None

ROLL CALL VOTE:

Gallagher	-	Absent	Woelfel	-	Absent
Kubitz	-	Yes	Pecora	-	Yes
Tihansky	-	Yes			



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Item 2: Wet Weather I&I Investigation: Engineer Peters stated there was no update.

Item 3: Sewer Infiltration & Inflow Program: Per Engineer Peters; Work on the Sugarloaf interceptor remains delayed due to wet conditions. Timber matting: Est. cost \$100,000.00-125,000.00 with the original quote from USG of \$203,955.00 bringing total to \$328,955.00.

Re: Home Inspection Program: Peters reported out of the 173 letters that were mailed in February there have been 116 responses with 57 not responding. Out of the 116 homes 57 inspections have been completed, leaving 59 pending. Out of the 57 inspections 46 homes had no issues and 11 illegal connections, 6 have been resolved with 5 still remaining.

Item 4: EDU allocations: Engineer Bryon Killian emailed the board on March 1, 2026 all the "Draft" documents the board was working on in 2025. Office administrator Yencho to set up a work session for the board members and solicitor to finalize the documents.

Item 5: West Benjamin Avenue Sewer Replacement Project: Entech Engineers estimated cost originally was \$750,000.00 with School Lane and Main Street extension added new estimated cost is \$2.2M. Peters reported the survey was received for Main Street and Banks Avenue.

Item 6: Miscellaneous Consulting Services: Consent Order and Agreement: No violations were reported for February. Operations Manager Gregory stated there will be violations in March.

Re: Exposed Sewer Stream Crossing: Engineer Peters stated there will be a Pre-application meeting with PADEP on Friday March 27, 2026 at 10 am via Teams. Peters to send the invite / link to all board members, solicitor, operations manager and office administrator for anyone to join the call.

Re: Existing WWTP Operation: Engineer Peters presented an invoice from GR Noto for a temporary flow meter in the amount of \$2,476.00. The board approved the payment as the amount was listed and included in Resolution No. 11.

Re: Chapter 94 Report, Peters brought the report for Chairperson Pecora to review and sign.

Re: FY 2027 Congressionally Directed Spending Request Application: Peters reported McCormick application was submitted on March 20, 2026 and Fetterman application was submitted on March 23, 2026. Letters of support were received by Representative Walsh, Conyngham Borough and Sugarloaf Township.

Item 7: LSA Stat Grant: Awaiting funding announcements.

Item 8: Service Line Inventory: Engineer Killian is working with Operations Manager Gregory on identifying the homes that were built after 1992.

#### **Manager's Report**

Item 1: The Manager's Report was presented to the Board by Operations Manager Ed Gregory. A copy of the report is on file and available upon request.



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**Old Business**

Discussion occurred regarding updating bank authorization and signatures for new board members. Chairperson Pecora has been added to the accounts and can sign checks. Additional paperwork is still needed from Vice-chairman Tihansky.

New Business: None

Public Comment: Mr. Leib asked for an update on EDU allocation, Chairperson Pecora informed Mr. Leib that the board is planning a work session before the next board meeting to review, discuss and hopefully finalize the EDU letter, application, and procedure.

Executive Session: None

**Motion**

Motion to adjourn the meeting on Tuesday, March 24 at 6:00 PM. - Pecora. Second - Tihansky

Questions on the Motion: None

Voice Vote – Unanimous.

Motioned Carried.

Attest:

  
\_\_\_\_\_  
CSJMA Secretary