

The Organizational and Regular Meeting of the Bloomsburg Municipal Authority Board was held Tuesday, January 12, 2021, beginning at 4:00pm via teleconference through Zoom.

Board Chair Thomas Evans presided. Those present included Board Members, Michael Upton, Vincent DeMelfi and Lawrence Mack; Interim Plant Superintendent Mark Tappe; Maintenance/Collection System Supervisor Josh Young; George Myers and Jeff Slabinski, Myers Environmental Services; Solicitor Alvin Luschas, Luschas, Naparsteck & Crane LLP; Steven Siegfried, P.E., Rettew; Secretary/Office Manager Amber Kenney and Billing and Collections Director Amy Seamans. Also present were Sylvia Costa and Jared Harris.

#### **NOMINATION AND ELECTION OF VICE-CHAIR FOR THE YEAR 2021**

On a motion by M. Upton, seconded by L. Mack and voted on unanimously, the Board elected and appointed Vince DeMelfi as Vice-Chair for the year 2021.

T. Evans turned the Organizational Meeting over to V. DeMelfi for the nomination and election of Chair.

#### **NOMINATION AND ELECTION OF CHAIR FOR THE YEAR 2021**

On a motion by M. Upton, seconded by L. Mack and voted on unanimously, the Board elected and appointed Thomas Evans as Chair for the year of 2021.

V. DeMelfi turned the Organizational Meeting back over to Chair T. Evans.

#### **NOMINATION AND ELECTION OF TREASURER FOR THE YEAR 2021**

On a motion by L. Mack, seconded by V. DeMelfi and voted on unanimously, the Board elected and appointed Michael Upton as Treasurer for the year 2021.

#### **APPOINTMENT OF SECRETARY-ASSISTANT TREASURER FOR THE YEAR 2021**

On a motion by M. Upton, seconded by L. Mack and voted on unanimously, the Board appointed Amber Kenney as Secretary-Assistant Treasurer for the year 2021.

#### **APPOINTMENT OF SOLICITOR FOR THE YEAR 2021**

On a motion by L. Mack, seconded by V. DeMelfi and voted on unanimously, the Board appointed the firm of Luschas, Naparsteck & Crane, LLP as solicitor for the year 2021.

#### **APPOINTMENT OF ENGINEERING FIRM FOR THE YEAR 2021**

On a motion by M. Upton, seconded by L. Mack and voted on unanimously, the Board appointed the firm of Rettew Associates, Inc. as engineering firm for the year 2021.

#### **APPOINTMENT OF BANK DEPOSITORY FOR THE YEAR 2021**

On a motion by M. Upton, seconded by L. Mack and voted on Three (3) (M. Upton, L. Mack and V. DeMelfi voting "Yes") to One (1) Abstention (T. Evans "Abstaining"), the Board appointed First Columbia Bank & Trust Co. as bank depository for the year 2021.

#### **APPROVAL OF DECEMBER 8, 2020 MINUTES**

On a motion by M. Upton, seconded by V. DeMelfi and voted on unanimously, the Board approved the December 8, 2020 minutes without any additions or corrections.

#### **APPROVAL OF PAYMENT OF MONTHLY OPERATING AND MAINTENANCE BILLS FOR DECEMBER**

On a motion by M. Upton, seconded by V. DeMelfi and voted on unanimously, the Board approved payment of the monthly operating and maintenance bills for December in the amount of \$645,822.38.

#### **APPROVAL OF PAYMENT OF MONTHLY SEWER MAINTENANCE BILLS FOR DECEMBER**

On a motion by V. DeMelfi, seconded by L. Mack and voted on unanimously, the Board approved payment of the monthly sewer maintenance bills for December in the amount of \$15,379.09.

**APPROVAL OF PAYMENT TO GHD, INC.**

On a motion by V. DeMelfi, seconded by M. Upton and voted on unanimously, the Board approved payment to GHD, Inc. in the amount of \$19,552.20 for engineering services associated with the WWTP Improvements Project from the Construction account.

**APPROVAL OF PAYMENT TO IWDA, LLC**

On a motion by M. Upton, seconded by V. DeMelfi and voted on unanimously, the Board approved payment to IWDA, LLC in the amount of \$1,036.25 for concrete inspection services associated with the WWTP Improvements Project from the Construction account.

**APPROVAL OF PAYMENT NO. 3 TO MASTER MECHANICAL CORP.**

On a motion by M. Upton, seconded by V. DeMelfi and voted on unanimously, the Board approved payment No. 3 to Master Mechanical Corp. in the amount of \$8,280.00 for Mechanical Construction Services of the WWTP Improvement Project from the Construction account.

**APPROVAL OF PAYMENT NO. 8 TO PERFORMANCE CONSTRUCTION SERVICES, INC.**

On a motion by M. Upton, seconded by L. Mack and voted on unanimously, the Board approved payment No. 8 to Performance Construction Services, Inc. in the amount of \$489,720.65 for General Construction Services of the WWTP Improvements Project from the Construction account.

**APPROVAL OF PURCHASING SIX (6) NEW GENERATION FOURNIER ROTARY PRESS CHANNELS FROM SHERWOOD LOGAN & ASSOCIATES, INC.**

On a motion by M. Upton, seconded by V. DeMelfi and voted on unanimously, the Board approved purchasing six (6) New Generation Fournier rotary press channels in the amount of \$215,430.00 from Sherwood Logan & Associates, Inc. through Costars. It was noted that this purchase was budgeted.

**APPROVAL OF PARTIAL PAYMENT TO SHERWOOD-LOGAN & ASSOCIATES, INC.**

On a motion by V. DeMelfi, seconded by L. Mack and voted on unanimously, the Board approved a 20% payment to Sherwood-Logan & Associates, Inc. in the amount of \$43,086.00 for the purchase of rotary press channels from the Construction account.

**APPROVAL OF PAYMENT TO MEPUSH, INC.**

On a motion by M. Upton, seconded by L. Mack and voted on unanimously, the Board approved payment to MePush, Inc. in the amount of \$671.10 for computer hardware associated with the WWTP Improvement Project from the Construction account.

**APPROVAL OF PAYMENT TO KORN FERRY FROM THE EMPLOYEES PENSION FUND FOR ACTUARIAL SERVICES**

On a motion by L. Mack, seconded by V. DeMelfi and voted on unanimously, the Board approved payment to Korn Ferry in the amount of \$3,197.25 from the Municipal Authority Employee Pension Fund for fourth quarter actuarial services.

**LEGAL UPDATE – BLOOMSBURG UNIVERSITY**

Solicitor Luschas noted that to date, the Authority has not received anything from the University as discussed with Eric Ness at last month's meeting. The Board authorized Solicitor Luschas to continue with filing a right-to-know request for all correspondence and notes between the University and Suez concerning the payment that Suez gave the University.

S. Siegfried noted that there were sewer lines moved on the school district's property during the floodwall project and it needs to be documented on plans. S. Siegfried expressed that the school should have the plans drawn up for the Authority's review and everyone agreed. Solicitor Luschas also noted that the Authority should be reimbursed for the legal and engineering costs that were incurred for the project. A. Kenney will compile a list of the incurred costs for Solicitor Luschas and then he will contact Tyler Dombroski of SEDA-COG to inquire about reimbursement.

**APPROVAL OF PROPOSAL FROM RETTEW ASSOCIATES, INC. FOR A SEWER RATE STUDY**

On a motion by L. Mack, seconded by V. DeMelfi and voted on unanimously, the Board approved a proposal from Rettew Associates, Inc. in the amount of \$17,700.00 for a Sewer Rate Study.

**APPROVAL OF RECORDS DISPOSITION LIST**

On a motion by V. DeMelfi, seconded by M. Upton and voted on unanimously, the Board approved disposing of the following records: 2013 General Fund Deposits, 2013 Accounts Payable A-M, 2013 Accounts Payable N-Z and 2013 Timesheets and Payroll Registers.

**APPROVAL OF FOURTH AMENDMENT TO WASTE DISPOSAL AGREEMENT**

On a motion by V. DeMelfi, seconded by L. Mack and voted on unanimously, the Board approved the fourth amendment to the Waste Disposal Agreement with the Lycoming County extending the term of the agreement for an additional two (2) years, through December 31, 2022, and a 3% increase.

**APPROVAL OF REVISIED JOB DESCRIPTIONS FOR ASSISTANT PLANT SUPERINTENDENT, MAINTAINCE/COLLECTION SYSTEM SUPERVISOR AND SPECIAL PROJECTS COORDINATOR**

On a motion by M. Upton, seconded by L. Mack and voted on unanimously, the Board approved revised job descriptions for the Assistant Plant Superintendent, Maintenance/Collection System Supervisor and Special Projects Coordinator positions. J. Slabinski noted that the job descriptions haven't been updated in several years and they needed to match what the current employee is actually doing on a daily basis.

**APPROVAL OF INTERNALLY POSTING THE SPECIAL PROJECTS COORDINATOR POSITION**

On a motion by M. Upton, seconded by L. Mack and voted on unanimously, the Board approved the Special Projects Coordinator position being posted internally.

**PA PUBLIC UTILITY COMMISSION PENALTY NOTICE DISCUSSION**

G. Myers explained that the Authority received a penalty notice from the PA Public Utility Commission (PUC) who enforces violations for PA One Call. A complaint was filed for a sewer line that wasn't marked and a storm sewer that wasn't marked and each has a \$500.00 penalty. G. Myers expressed that the sewer line was marked but wasn't reported back in the PA One Call system so he feels we were at fault but the Authority doesn't own the storm sewers in Town. A. Kenney stated that the invoice is for \$1,000.00 and the determination needs to be accepted and paid or rejected by 01/23/21. G. Myers will contact the PUC to inform them that we accept the determination for the sewer line violation but we reject the determination of the storm sewer violation.

**APPROVAL OF SEWER BILL CREDIT FOR NICOLE SCOTT AT 436 E. EIGHTH STREET**

On a motion by L. Mack, seconded by V. DeMelfi and voted on unanimously, the Board approved a sewer credit for Nicole Scott in the amount of \$154.97 for her 10/31/20 bill for a hose that her tenant's child left running outside in September.

On a motion by V. DeMelfi, seconded by M. Upton and voted on unanimously, the meeting adjourned at 5:14pm.

AMBER KENNEY  
Secretary/Office Manager