

ABINGTON REGIONAL WASTEWATER AUTHORITY

November 9, 2022

The regular meeting of the Abington Regional Wastewater Authority was called to order by Chairman Lockett and opened with the Pledge of Allegiance. The meeting took place in the conference room at the Abington Regional Wastewater Treatment Plant on November 9, 2022 at 6:30 p.m.

Present:

Paul Lockett	Lauren Elliot	Donald Jensen, Esquire
Gloria Lance (Called in)	Donald Snyder	David Rinaldi, Esquire
Casey Monagan	John Pullo	Wayne Thorpe
Frank Besten	Mike Bisignani, Engineer	

Absent: Paul Murphy

Mr. Thorpe made a motion to approve the minutes from the October 12, 2022 meeting, seconded by Mr. Pullo unanimously passed.

Executive Session (Litigation Discussion):

Start: 6:31 PM

End: 7:04 PM

Directors Report:

Ms. Elliot presented her directors report including the Employee Evaluations and Insurance Renewal.

Ms. Elliot discussed that she has completed the employee evaluations and synopsis and received the health insurance renewal information from Creative Benefits. Information and evaluations were distributed to the personnel committee for review. Hard copies will also be provided, and the committee can make their recommendations at the December meeting.

Ms. Elliot reported that she has started the renewal process with Knowles Insurance. All policy applications have been completed and submitted. The quotation is be forwarded to the board members for review upon receipt. The overall increase should be approximately 5%.

Ms. Elliot presented the Operational Data for October 2022, reporting an average daily influent flow of 2.71 MGD. Average daily effluent flow was 1.76 MGD.

Ms. Elliot presented the rain vs flow chart.

Ms. Elliot presented Anthony Luongo Operations and Maintenance report highlighting the reinstallation of the process operations building recirculating pump repaired by North End Electric, staff finished the installation of new hydraulic cylinders on banks A and B on the UV Signa system and replaced hydraulic fluid and 4(four) wiper sleeves that were worn and Koberline was on site to perform bi-annual wet well vacuum Thursday, November 3rd.

Unpaid Bills 11/9/2022

Abington Regional Wastewater Authority

11/10/2022 9:10 AM

Register: Fidelity Operating Expenses

From 10/13/2022 through 11/10/2022

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
10/13/2022			Fidelity Income & Inve...	Funds Transfer		X	61,219.01	175.55
11/09/2022	4564	Advanced Auto	Accounts Payable	6473 7020 000...	56.17			119.38
11/09/2022	4565	American Arbitration...	Accounts Payable	Case # 01-21-0...	22,625.00			-22,505.62
11/09/2022	4566	Amy Waters	Accounts Payable	Recording Secr...	100.00			-22,605.62
11/09/2022	4567	Anthracite Rubber C...	Accounts Payable	6 inch vinyl dis...	1,078.24			-23,683.86
11/09/2022	4568	BDI Industries	Accounts Payable		967.16			-24,651.02
11/09/2022	4569	Dan Wells Quality W...	Accounts Payable	Hydraulic Cyli...	200.00			-24,851.02
11/09/2022	4570	Dempsey Uniform	Accounts Payable	Mud Rug Rental	37.91			-24,888.93
11/09/2022	4571	Department of Envir...	Accounts Payable		120.00			-25,008.93
11/09/2022	4572	Fox Ledge, Inc.	Accounts Payable	Bottled Drinkin...	23.75			-25,032.68
11/09/2022	4573	GHD	Accounts Payable	Litigation Assi...	5,340.00			-30,372.68
11/09/2022	4574	HACH	Accounts Payable	021805-001	2,400.00			-32,772.68
11/09/2022	4575	Hawk Mountain Lab...	Accounts Payable	Contract Lab A...	3,610.25			-36,382.93
11/09/2022	4576	Highmark Blue Shield	Accounts Payable	Health Insurance	2,575.22			-38,958.15
11/09/2022	4577	Jensen & Jensen	Accounts Payable	Legal Fees	781.25			-39,739.40
11/09/2022	4578	Justus Home & Garden	Accounts Payable		1,038.86			-40,778.26
11/09/2022	4579	Keystone Sanitary La...	Accounts Payable	Sludge Disposal	6,126.70			-46,904.96
11/09/2022	4580	Lauren Elliott	Accounts Payable	Reimbursement...	208.75			-47,113.71
11/09/2022	4581	Magna Legal Service...	Accounts Payable		2,122.50			-49,236.21
11/09/2022	4582	Melborne Electric	Accounts Payable	Influent pump t...	735.00			-49,971.21
11/09/2022	4583	PA American Water ...	Accounts Payable	Domestic water	289.59			-50,260.80
11/09/2022	4584	Pena-Plas	Accounts Payable	Fittings	58.31			-50,319.11
11/09/2022	4585	PICA HVAC	Accounts Payable	Annual Boiler ...	450.00			-50,769.11
11/09/2022	4586	Powell's Rental	Accounts Payable	2900	59.26			-50,828.37
11/09/2022	4587	Powell's Sales and Se...	Accounts Payable		862.15			-51,690.52
11/09/2022	4588	PPL	Accounts Payable	Electric	13,397.87			-65,088.39
11/09/2022	4589	Saul Ewing Arnstein ...	Accounts Payable	Special Counsel	26,718.70			-91,807.09
11/09/2022	4590	UGI	Accounts Payable	2379801011-4	861.29			-92,668.38
11/09/2022	4591	United Concordia	Accounts Payable	364001819	424.69			-93,093.07
11/09/2022	4592	Urbash Professional ...	Accounts Payable		881.90			-93,974.97
11/09/2022	4593	USALCO	Accounts Payable	Alum	6,275.30			-100,250.27
11/09/2022	4594	Waste Management I...	Accounts Payable	821-90844	86.80			-100,337.07
11/09/2022	4595	Xylem	Accounts Payable	Gaskets	124.00			-100,461.07
11/09/2022	4596	Zen Design Firm	Accounts Payable	Monthly Web a...	85.00			-100,546.07
11/09/2022	4597	Cardmember Service	Accounts Payable	Credit Card pa...	100.15			-100,646.22
11/09/2022	4598	Frontier	Accounts Payable	Telephone and ...	248.78			-100,895.00
11/09/2022	4599	Lackawanna County ...	Accounts Payable	Wireless Intern...	65.00			-100,960.00
11/09/2022	4600	Waste Management .	Accounts Payable	Sludge Hauling	2,039.92			-102,999.92
11/10/2022			Fidelity Income & Inve...	Funds Transfer			103,175.47	175.55

Ms. Elliot mentioned that Legal Fees were high due to attorney fees, arbitrator fees, transcript fees and deposition fees.

Motion was made by Mr. Pullo to approve payment of bills 11/9/2022 totaling \$103,175.47 and the seconded by Mr. Snyder, unanimously passed.

Review of Operating Budget and Administration Budget.

Engineers Report

Mr. Bisignani addressed the board about the great job the staff did fixing the equipment. He complemented the board on having the staff capable of doing the required maintenance and repairs on the equipment.

Mr. Bisignani's report discussed GHD continues to coordinate with retained special council Mr. William Warren on an as needed basis fielding phone calls, providing descriptions and feedback as requested. GHD (Mike Bisignani) participated in a deposition on 10/11/2022 and participated in follow-up discussions with legal counsel. The deposition took approximately 6 (six) hours.

Mr. Bisignani's report included the 2023 Proposal for Annual Retained Engineering Services for the board's review and consideration. The fees schedule stayed the same.

Mr. Thorpe made the motion to retain GHD for the year 2023 for \$11,250, seconded by Mr. Pullo, unanimously passed.

Mr. Bisignani's report discussed that additional funding information has been distributed throughout the state. There are currently 2(two) programs accepting applications.

- 1) Covid19 ARPA PA Small Water and Sewer Grants
 - a. Accepting applications until 12/21/2022, Funds projects ranging from \$30,000 to \$500,000, required a minimum 15% match, funds to be used by end of 2026 and has \$105 million available)
- 2) Covid19 ARPA H2O Program.
 - a. Accepting application through 12/21/2022, Funds projects ranging from \$500,000 to \$20 million, minimum 50% match required, funds to be used by end of 2026 and has \$205 million available.

The Treasurer's Report was presented by Mr. Murphy as follows:

Fidelity Bank as of November 9, 2022 = \$3,541.00

Peoples Security Bank Money Market Account as of November 9, 2022 = \$ 176,401.94 (Done Quarterly)

Requisitions: #552- \$28,000 to Payroll Account

Mr. Pullo made a motion to approve requisition #552- \$28,000 to the Payroll Account, seconded by Mr. Snyder, unanimously passed.

State Hospital Committee: Mr. Pullo stated there has been no more contact and considers the matter closed for the time being. Mr. Pullo will submit letters to the remaining municipalities. Joe Durkin confirmed the conversation with the committee and wished the authority well. Chairman Lockett Thanked the committee for all their hard work and dedication to the topic.

Public Relations Committee: No Report

Personnel Committee: No Report

Litigation Committee: No Report

Finance Committee: No Report

Solicitor's Report: No Report

Board Member Comments: Mr. Besten addressed the board members on possibility of changing the titles of the workers from Plant Workers to Technicians. He stated that the staff is well versed in their jobs being able to complete the necessary repairs and maintenance inhouse instead of having to hire private contractors. The jobs performed are high tech, and not basic. Mr. Pullo concurs with this change and recommends offering more training to increase retention. Mr. Thorpe discussed that the authority already does this and all, but 2 (two) staff members are licensed. Ms. Lance discussed that the personnel committee has job descriptions for all employees and titles were based on the actual job being performed. She discussed that if titles are being changed to make sure the title is in line with other sewer authorities with the same positions. The positions and descriptions were developed to fit this authority but were aligned to match other authorities. It was suggested that the personnel committed reviews this.

Mr. Besten also discussed the possibility of hiring a person or company to clean the building 2 times a week for 4 hours each day, instead of having staff doing it. Discussion took place and will be considered. He stated Ms. Elliot shouldn't have to clean the building on top of her regular duties.

There were no members of the public present and no public comment.

Motion to adjourn was made at 7:45 PM by Mr. Thorpe, seconded by Mr. Snyder unanimously passed.

Respectfully submitted,

Frank Besten, Secretary