

The Regular Meeting of the Bloomsburg Municipal Authority Board was held on Tuesday, July 11, 2023, beginning at 4:00pm in the Conference Room of the Municipal Authority Office, 1000 Market Street, Suite 9, Bloomsburg, PA.

Chair Thomas Evans presided. Those present included Vice-Chair Vincent DeMelfi; Treasurer Michael Upton; Board Members Sylvia Costa and Bill Brobst; Assistant Plant Superintendent Mark Tappe; Maintenance/ Collection System Supervisor Josh Young; Special Projects Coordinator Ryan Longenberger; Jeff Slabinski and George Myers, 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.

#### **APPROVAL OF JUNE 13, 2023 MEETING MINUTES**

On a motion by M. Upton, seconded by S. Costa and voted on unanimously, the Board approved the June 13, 2023 meeting minutes without any additions or corrections.

#### **APPROVAL OF JUNE 20, 2023 SPECIAL MEETING MINUTES**

On a motion by B. Brobst, seconded by M. Upton and voted on unanimously, the Board approved the June 20, 2023 special meeting minutes without any additions or corrections.

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

On a motion by M. Upton, seconded by B. Brobst and voted on unanimously, the Board approved payment of the monthly operating and maintenance bills for June in the amount of \$136,113.42.

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

On a motion by M. Upton, seconded by S. Costa and voted on unanimously, the Board approved payment of the monthly sewer maintenance bills for June in the amount of \$26,367.62.

#### **APPROVAL OF PAYMENT TO FIRST COLUMBIA BANK & TRUST CO. FROM THE MUNICIPAL AUTHORITY EMPLOYEE PENSION FUND**

On a motion by S. Costa, seconded by V. DeMelfi and voted on Four (4) (S. Costa, V. DeMelfi, M. Upton and B. Brobst voting "Yes") to One (1) Abstention (T. Evans "Abstaining"), the Board approved payment to First Columbia Bank & Trust Co. in the amount of \$1,543.05 from the Municipal Authority Employee Pension Fund for second quarter trustee fees.

#### **APPROVAL OF PAYMENT TO KORN FERRY FROM THE MUNICIPAL AUTHORITY EMPLOYEE PENSION FUND**

On a motion by V. DeMelfi, seconded by B. Brobst and voted on unanimously, the Board approved payment to Korn Ferry in the amount of \$2,190.00 from the Municipal Authority Employee Pension Fund for second quarter actuarial services.

#### **APPROVAL OF DECLARATION OF PERMANENT EASEMENT TO THE TOWN OF BLOOMSBURG**

On a motion by B. Brobst, seconded by S. Costa and voted unanimously, the Board approved a Declaration of Permanent Easement to the Town of Bloomsburg for the relocation of a portion of West Eleventh Street. The Permanent Easement shall be utilized for the construction, installation, repair and maintenance of a public roadway. It was noted that this easement was approved by the Board on May 13, 2014, but nothing was ever recorded at the Columbia County Courthouse.

#### **APPROVAL OF CHANGE ORDER NO. 1 FROM SWERP, INC. FOR THE SUMMIT AVENUE SEWER REHABILITATION PROJECT**

On a motion by B. Brobst, seconded by M. Upton and voted on unanimously, the Board approved Change Order No. 1 from SWERP, Inc. in the amount of \$8,535.00 for the grouting of laterals in lieu of lateral transition liners and the extension of the contract time for substantial completion to September 29, 2023 for the Summit Avenue Sewer Rehabilitation Project.

**APPROVAL OF ISSUING THE NOTICE TO PROCEED TO KREISHER CONSTRUCTION, LLC FOR THE WEST SIXTH STREET SEWER REHABILITATION PROJECT**

On a motion by S. Costa, seconded by V. DeMelfi and voted on unanimously, the Board approved issuing the Notice to Proceed to Kreisher Construction, LLC for the West Sixth Street Rehabilitation Project contingent upon receipt of acceptable bonds and insurance.

**APPROVAL OF ADDENDUM NO. 1 FROM RETTEW FOR THE WEST SIXTH STREET SEWER REHABILITATION PROJECT**

On a motion by M. Upton, seconded by V. DeMelfi and voted on unanimously, the Board approved Addendum No. 1 from Rettew in the amount of \$10,600.00 for construction phase services for the West Sixth Street Rehabilitation Project.

**LEGAL UPDATE**

Solicitor Luschas reported that the Authority received a First Amendment to Developer Agreements for Bloomsburg Industrial Ventures, LLC. He wants to make sure that by executing the developer agreement amendment the Authority does not waive any rights to collect tapping and/or sewage treatment charges. He will follow-up with Mr. Zoppetti.

**APPROVAL OF MUNICIPAL AUTHORITY PERSONNEL POLICIES AND PROCEDURES FOR NON-UNION EMPLOYEES**

On a motion by S. Costa, seconded by B. Brobst and voted on unanimously, the Board approved a Municipal Authority Personnel Policies and Procedures for non-union employees.

**APPROVAL OF MUNICIPAL AUTHORITY FAMILY AND MEDICAL LEAVE OF ABSENCE POLICY (FMLA)**

On a motion by M. Upton, seconded by V. DeMelfi and voted on unanimously, the Board approve a Municipal Authority Family and Medical Leave of Absence Policy (FMLA).

**APPROVAL OF A SEWER BILL CREDIT FOR TUNG HO AT 597 W. THIRD STREET**

On a motion by M. Upton, seconded by V. DeMelfi and voted on unanimously, the Board approved a sewer bill credit for Tung Ho at 597 W. Third Street in the amount of \$696.60 for his 06/30/23 bill for a broken hot water heater that leaked.

**APPROVAL OF A SEWER BILL CREDIT FOR CHYVONNE DRUCKER AT 472 E. EIGHTH STREET**

On a motion by M. Upton, seconded by V. DeMelfi and voted on unanimously, the Board approved a sewer bill credit for Chyvonne Drucker in the amount of \$135.18 for her 06/30/23 bill for filling a swimming pool.

**APPROVAL OF A SEWER BILL CREDIT FOR NOAH STAGLIANO AT 247 W. TWELFTH STREET**

On a motion by M. Upton, seconded by V. DeMelfi and voted on unanimously, the Board approved a sewer bill credit for Noah Stagliano in the amount of \$192.63 for his 06/30/23 bill for filling a swimming pool.

Being no further business, the meeting adjourned at 4:43pm.

AMBER KENNEY  
Secretary/Office Manager