

REGULAR MEETING
January 17, 2023
7:00 o'clock, P.M.

The regular meeting of the Board of the Municipal Authority of the City of Sunbury, County of Northumberland, Pennsylvania, was held Tuesday, January 17, 2023, at 7:00 o'clock, P.M. at the Municipal Authority Administrative Building, 462 South Fourth Street, Sunbury, Pennsylvania.

The following were in attendance:

Larry Welfer
Tom McBryan
David Persing
Tre Bittner, constituting Board Members in attendance
Jason Neidig, Manager
Mike Kerstetter, Sewer Department Manager
Scott Debo, Water Department Manager
Jeff Lewis, Flood Control Department Manager
Pat Ward, Engineer
Michael Balducci, Solicitor
Karen Campbell, Recording Secretary
Honorable Josh Brosious, Mayor

Mr. McBryan called the meeting to order and Mr. Neidig led with the Pledge of Allegiance.

There was no one present for public discussion.

Mr. McBryan introduced Mayor Brosious and turned the meeting over to him to give the oath of office to Larry Welfer for a five year term as a member of the Board:

I, Larry Welfer, do solemnly swear that I will support, obey and defend the Constitution of the United States and the Constitution of the Commonwealth and that I will discharge the duties of my office with fidelity.

Mayor Brosious then left the meeting.

There were no minutes for approval.

Mr. Neidig reviewed the financial reports. Water Department chemical purchases continue to be high because of stockpiling. On the Flood Department Jason noted that the WPA wall budgeted amount has not been used. He also noted that interest on the Authority checking account has been increased.

Mike Kerstetter was present to discuss several issues. He discussed the USDA Grant and reviewed all submitted documents. Mike next discussed the SCADA system at the Sewer Plant and the fact that the cost has increased over the

amount budgeted. Lastly he reported that during the second month of construction the trench drains are failing at the Transfer Station upgrade project, Mike said Tom Ross met with Diehl Vault and Diehl is supposed to make it good. Mike discussed a solution consisting of filling the existing drain with cement and installing a poured in place drain next to it. Pat said he is okay with the change. It doesn't require a change order. It is not an Authority problem, it is a T-Ross problem. Following discussion, on motion of Larry Welfer, seconded by Dave Persing, it was moved to move ahead with the suggested solution.

WATER DEPARTMENT REPORT

Scott reviewed his report and discussed activity since the last meeting.

Scott reported on various broken pipes during the Christmas week cold weather snap. The broken pipes at the former Textile Mill did not affect the coffee section.

Scott reported on attending a design review meeting for Susquehanna Avenue Phase 1 project on December 8th.

Mr. Debo reported on the PADEP Level 1 Assessment regarding two positive coliform tests in the same sampling period in August. Scott met with the sanitarian on January 4, 2023 and reviewed the Assessment and Corrective Action Plan. It was determined at that time that these samples were collected correctly by following sample protocols. It is expected these positive coliform tests could have been caused by sampling bottle issues or laboratory errors. Scott said they have begun delivering the BACT samples later in the afternoon to avoid them being left in a cooler that sits outside the lab. He said his Department is held liable to PADEP even when the fault lies with the lab. Scott had to post a Notice on the Authority's website for 10 days confirming the Authority did not do a Level 1 assessment on time.

Personnel fixed and repaired a lot of meters during the cold snap. All have been invoiced.

When Scott went to Zimmermans to order the budgeted 2022 Dodge 2500 pickup he was told the 2022 trucks were not available after the first of the year because of COSTARS pricing. Zimmermans told Scott on Wednesday that the pricing is now available for the 1500 and 2500 pricing is expected next.

FLOOD CONTROL DEPARTMENT REPORT

Jeff reviewed his report and discussed activity since the last meeting.

The City opened bids for the WPA stone wall replacement and the bids came in 6% higher than budgeted at \$516,985 leaving a shortfall of \$29,136.76. Jeff contacted the CFA to determine if additional funds are available thru the program. If successful in receiving these additional funds Jeff believes the Authority's contribution would be 15% of the shortfall or \$4,370.51. Jeff reviewed four

scenarios that must be decided before the expiration date of February 20th i.e. additional funds are received thru the CFA and the Authority's total contribution is \$77,547.75; additional funds are not received and the Authority's total contribution is \$102,314; the scope of work is reduced by \$29,136.76; the project is not done and the grant of \$414,671 is returned to the CFA. Discussion followed. On motion of Tre Bittner, seconded by Dave Persing, it was moved to follow thru with additional money to complete the project. Motion carried.

PEMA received the BRIC Grant request and requested additional information from Buchart-Horn. Buchart-Horn reviewed the request and provided the additional information.

Jeff met with the Chief of Police regarding ATV's on the levee. He also sent a letter to City Council explaining the problems and asked for their help.

Kratzer Oil Company is scheduled to replace the furnace in the Spring Run pump station in the near future.

As part of Jeff's non-capital 2023 budget GES will install interface relays and perform PLC programming at the waterway telemetry stations.

There are four actuators at the Spring Run Pump Station. Two of them will be replaced and the two that will be removed will be used as spare parts for the remaining two actuators of this type because parts are no longer available.

The cost for a portable hot water pressure washer will be \$7,491.77 if ordered before February 19th.

Jeff advised of his meeting with Meck Tech and Livic Engineers to discuss the stormwater plans for the Haven Ministries expansion and the proposed convenience store at 220 Shikellamy Avenue. Both of these sites are located in areas that have a separated stormwater system and all overland flows go to a flood control drainage structure or pump station. Jeff forwarded the summary of flow projections to Buchart-Horn for review. Pat said both projects are fine as put together. The change in discharge is very minute.

MANAGER'S REPORT

Jason gave an update of discussions with the managers on security for the buildings and complexes.

Managers have reviewed the marijuana policy with their respective groups and all employees have signed a form acknowledging they received and understand the policy. The policy will go into effect April 1, 2023.

As directed by the Board Jason has made arrangements with UPMC to administer the random drug and alcohol tests for the complete employee population. This random testing will begin in conjunction with the April 1st effective date of the marijuana policy.

The Sewer Plant has noticed an increase in flow with gravel in the bins. Personnel are trying to determine where the leak is.

Jason advised of a bill for the second flush truck at nearly \$1,000. He believes a second truck is not needed. Following discussion, on motion of Tre

Bittner, seconded by Tom McBryan it was moved to sell the old flush truck with a reserve of \$10,000. Motion carried.

Following discussion, on motion of Tre Bittner, seconded by Dave Persing, it was moved to move Clyde Troutman back to an hourly rate. Motion carried.

Following discussion, on motion of Dave Persing, seconded by Larry Welfer, it was moved to do a letter of support to the City for its application for a DCED Grant. Motion carried.

Jason advised of a letter from Jay Alexander which fired him up. Jason plans on attending one of Jay's Board meetings.

Jason said he received a right to know request from an employee for a list of all employee wages.

Jason received a response letter from Metallic Building Systems regarding the bolts used at the Transfer Station project. They said they did not approve the anchoring system.

On motion of Tre Bittner, seconded by Larry Welfer, it was moved to approve the Managers' Reports. Motion carried.

ENGINEER'S REPORT

Pat has a permit application in to the DEP for a renewal and said there is always a chance that DEP would alter their requirement to relocate Reservoir #4 Outfall. He advised Scott to wait until DEP has a clearer picture before any action is taken.

PennDot is installing a new brine tank at its facility in Hamilton. Staff has been working with PennDot to determine how to best supply the water needed to fill the tank.

Pat said he reviewed the stormwater plan for Haven Ministry and it is acceptable. He said he is waiting on more information from the architect before deciding on the adequacy of the water service.

The time frame for PEMA to make a determination for the flood wall toe drain project is not known.

Pat is preparing an update to the cost to rehabilitate closure structure number one.

On motion of Tre Bittner, seconded by Larry Welfer, it was moved to accept the Engineer's Report as presented. Motion carried.

SOLICITOR'S REPORT

Attorney Balducci drafted a letter for Jason's review and approval to the Upper Augusta Authority Board regarding the audit.

Attorney Balducci discussed the meeting he had with Jason on January 4th to discuss and review the Drug and Alcohol Test Consent Form for job applicants and to discuss and review the Drug and Alcohol Policy which will require revisions in the employee handbook.

The drawing and easement have been completed for the Giesen property and given to Mike Kerstetter to have signed.

There has been no communication from Mr. Jenkin's Attorney on the Spring Run accident. February 10th is the statute of limitations date.

On motion of Larry Welfer, seconded by Tre Bittner, Mr. Balducci's report was accepted as presented. Motion carried.

UNFINISHED BUSINESS

None

NEW BUSINESS

The list of expenditures from January 4, 2023 to January 17, 2023 was presented for payment. On motion of Dave Persing, seconded by Larry Welfer, the list of expenditures was approved for payment. Motion carried.

Following the approval of expenditures Mr. McBryan called for an executive session to discuss personnel matters and the Board recessed from its regular business session at 9:07 p.m. The Board then convened in executive session at 9:07 and reconvened in its regular business session at 9:23 p.m.

On motion of Tre Bittner, seconded by Dave Persing, the Board approved paying the Authority's General Manager, Jason Neidig, for five of the eight vacation days he was unable to take during the 2022 calendar year because it was not possible to take off due to pressing Authority matters during 2022. Motion carried.

There was then discussion concerning the Authority's policy as contained in the employee handbook which states no more than two Department Managers should be out on vacation at the same time, and also relating to the policy contained in the Handbook that no more than half of a Department's manpower should be out at the same time. After discussion, it was the consensus of the Board that those policies should be followed since it leaves the Authority without important leadership and manpower when those policies are not followed.

There being no further business, on motion made and seconded, the meeting adjourned at 9:30 p.m.

Respectfully submitted:

Secretary-Treasurer

Approved:

Solicitor