

GREATER POTTSVILLE AREA SEWER AUTHORITY

REGULAR MEETING OF FEBRUARY 28, 2024

The regular meeting of the Greater Pottsville Area Sewer Authority was held on the Third Floor City Hall on Wednesday, February 28, 2024 at 5:00 P.M. The meeting was called to order by Chairman, Dr. Barry S. DeWitt, II with the pledge of allegiance to the flag.

PRESENT

Dr. Barry S. Dewitt, II	,	Chairman
James T. Muldowney	,	2 nd Vice Chairman
Ronald C. Zimmerman	,	Treasurer
Henry J. Minnig	,	Assistant Treasurer
John G. Botto	,	Secretary
Ellen M. Micka	,	Assistant Secretary
Thomas W. Schreffler, P.E.	,	Light-Heigel & Associates, Inc.
Edward M. Brennan, Esquire	,	Solicitor
Christina M. Q. Herndon	,	Authority Secretary
Timothy R. Yingling	,	Executive Director

GUESTS

Brian Dries	,	President - Borough of Palo Alto
Vince Riotto	,	Vice President - Borough of Palo Alto
Jean Towle	,	Executive Director of Pottsville Library
Jeff Dunkel	,	Customer

The minutes of the Regular Meeting held on January 31, 2024, were presented for approval.

On motion of James T. Muldowney, and seconded by Ellen Micka, the Board unanimously Approval the January 31, 2024 meeting minutes.

The Statement of Disbursements and Outstanding Bills due the month of February 2024 were presented and distributed for approval.

On motion of James T. Muldowney, and seconded by Ronald C. Zimmerman, the Board unanimously approved the Statement of Disbursements and Outstanding Bills for February 2024.

Dr. Barry Dewitt, Chairman presented Requisition No. 69 for expenses incurred the month of December 2023 from the REVENUE FUND at MID PENN BANK, Trustee, as authorized under Section 6.02 of the Trust Indenture.

REQUISITION NO. 691

Payee	-	Greater Pottsville Area Sewer Authority Mid Penn Bank A/C #56-185-1
Amount	-	\$ 885,693.11
Dated	-	February 28, 2024

On motion of Ellen Mika, and seconded by James T. Muldowney, the Board unanimously approved Requisition No. 691 for February 2024.

EXECUTIVE SESSION

The Authority went into executive session at 5:03 pm and reconvened at 5:27pm.

COMMITTEE REPORTS

1. Salaries for staff for 2024 are as follows:

James W. Quinn, Office Manager	\$65,922.47
Brenda Schuettler, Billing Supervisor	\$60,102.34
Christina Herndon, Executive Secretary	\$55,867.21
Timothy R. Yingling, Executive Director	\$126,285.20
James Laux, Plant Manager	\$77,677.07

2. Proposed starting salary for billing clerk position is \$32,627.47.

3. Interviews for billing clerk position will begin this week.

4. Creation of the position of project manager to assist the Board with major projects and other assignments at the discretion of the Board. This job will entail administrative upgrade, access work environment, and work flow.

5. Advertisement for the job of project manager will be submitted to Republican Herald, Indeed and Pennsylvania Water Environment Association.

On motion of Ellen Micka, and seconded by James T. Muldowney, the Board unanimously approved to advertise the project manager job.

EXECUTIVE DIRECTOR'S REPORT

Executive Director's report for February 28, 2024:

1. Presented for the Board's information that Tyler R. Heffner, Pretreatment Program Coordinator is resigning effective March 8, 2024.

On motion of Henry J. Minnig, and seconded by James T. Muldowney, the Board unanimously accepted Mr. Heffner's resignation.

On motion of Henry J. Minnig, and seconded by James T. Muldowney, the Board unanimously approved the Executive Director's Report for February, 2024.

SOLICITOR'S REPORT

Edward M. Brennan, Solicitor's Report for the February 2024:

1. Presented to the Board's information the City of Pottsville will draft a response to the Department of Environmental Protection to accept the abandoned storm water lines.

2. Presented to the Board's information regarding the condos behind JFK Memorial Pool. The owner must submit a land development plan and request sewage EDU's.

3. Present to the Board's information on the plan for 50 apartments in the Trust Bank in downtown Pottsville. They must apply for additional EDU's.

Discussion followed.

Thomas W. Schreffler, P.E. asked Mr. Brennan about the zoning for this plan.

Mr. Brennan replied the City Planning Commission will discuss the zoning issues.

On motion of Ellen Micka, and seconded by James T. Muldowney, the Board unanimously approved the Solicitor's Report for February 2024.

CONSULTING ENGINEER'S REPORT

Mr. Thomas W. Schreffler, P. E. presented his report in written form. Refer to the attached report from Light-Heigel & Associates, Inc. for February 2024.

1. Mr. Thomas W. Schreffler, P.E. presented for the Board's information an update on the Corrective Action Plan/ Act 537 Plan.

2. Mr. Thomas W. Schreffler, P. E. presented for the Board's information an update on the Market Street Sewer Separation Project status.

3. Mr. Shreffler stated they are still doing door to door surveys on Laurel Street to determine sewer lateral locations. We have completed at least 63% of the surveys.

John Botto, Secretary stated he would check with the Postmaster about the vacant and abandon properties.

4. Mr. Thomas W. Schreffler, P.E. presented for the Board's information an update on the Digester Rehabilitation Project status.

Mr. Schreffler requested a change order from Light & Heigel for the Digester Project in the amount of \$3,760.00 for engineering costs due to the thicker solids in the digester which are more than expected. The contractor is still revising their change order so this will be discussed in the March meeting.

Mr. Schreffler stated John Poff, P.E. is absent and he will discuss the downtown flooding Issue at the next meeting.

On motion of Ellen Micka, and seconded by Henry J. Minnig, the Board unanimously approved the Engineer's Report for February 2024.

OLD BUSINESS

On motion of Henry J. Minnig, and seconded by Ellen Micka, the Board unanimously approved for Light & Heigel & Associates, Inc. to prepare a proposal for inspecting the interceptor manholes in Mill Creek located in Port Carbon for the next meeting.

NEW BUSINESS


Ronald C. Zimmerman stated he was approached by some people that there is apparently a proposed new development in the JFK Pool area in which will be town houses and a day care center. Due to the Laurel Street Project issue, we should be informed of this project. The Sewer Authority was not notified about this construction.

Discussion followed.

James Muldowney, 1st Vice Chairman state that McNulty is the owner and they are planning to put town houses in that area. We should be kept informed so we do not have an issued down the road.

ADJOURNMENT

The meeting adjourned at 5:52 p.m. on motion of Ellen M. Micka, and seconded by Henry J. Minnig.



JOHN G. BOTTO, SECRETARY