

## GREATER POTTSVILLE AREA SEWER AUTHORITY

### REGULAR MEETING OF JANUARY 29, 2025

The regular meeting of the Greater Pottsville Area Sewer Authority was held on the Third Floor City Hall Sewer Authority Conference Room on Wednesday, January 29, 2025 at 5:00 P.M. The meeting was called to order by Dr. Barry S. Dewitt, II, Chairman with the pledge of allegiance to the flag.

#### PRESENT

Dr. Barry S. Dewitt, II	,	Chairman
Charles M. Dries	,	1 <sup>st</sup> Vice Chairman
James T. Muldowney	,	2 <sup>nd</sup> Vice Chairman
Ronald C. Zimmerman	,	Treasurer
Henry J. Minnig	,	Assistant Treasurer
John G. Botto	,	Secretary
Joseph F. Spotts, III	,	Executive Director
John R. Poff, P.E.	,	Light-Heigel & Associates, Inc.
Christina M. Q. Herndon	,	Authority Secretary
William Orlowsky	,	Project Manager
Lynn Strausser	,	Pretreatment Coordinator

#### GUESTS

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

#### PUBLIC COMMENT

None.

The minutes of the Regular Meeting held on December 18, 2024, were presented for approval.

On motion of James T. Muldowney, and seconded by Henry J. Minnig, the Board unanimously approved the December 18, 2024 meeting minutes.

#### REORGANIZATION OF BOARD MEMBERS FOR 2025

On motion of Charles M. Dries, and seconded by Joseph F. Spotts, III, the Board unanimously approved Dr. Barry S. Dewitt, II as Chairman of the Board.

Chairman, Dr. Barry S. Dewitt, II requested a motion to keep all the remaining positions of the Board.

On motion of all existing Board members, the Board approved to keep all Board positions.

REORGANIZATION OF NOMINATING COMMITTEE

On motion of John G. Botto, and seconded by James T. Muldowney, the Board unanimously approved to keep the existing Committee members of the Board.

APPOINTMENT OF SOLICITOR AND ENGINEER

Chairman, Dr. Barry S. Dewitt presented a proposal for Edward M. Brennan to continue as Solicitor of the Authority for the year 2025.

On motion of Henry J. Minnig, and seconded by Ronald C. Zimmerman, the Board unanimously approved to reappoint Edward M. Brennan, Esq. as the Solicitor of the Authority for the year 2025.

Chairman, Dr. Barry S. Dewitt, II presented a proposal for John R. Poff, P.E., Light-Heigel and Associates, Inc. to continue as the Engineer for the Authority for the year 2025.

On motion of Charles M. Dries and seconded by Ronald C. Zimmerman, the Board unanimously approved to appoint John R. Poff, P.E., Light-Heigel and Associates, Inc. as the Engineer for the Authority for the year 2025.

EXECUTIVE SESSION

Executive session began at 5:14 pm and reconvened at 6:10 p.m.

REQUISITION NO. 701

Payee	-	Greater Pottsville Area Sewer Authority Mid Penn Bank A/C #56-185-1
Amount	-	\$ 617,628.80
Dated	-	January 29, 2025

On motion of Ronald C. Zimmerman, and seconded by Charles M. Dries, the Board unanimously approved Requisition No. 701 for January, 2025.

EXECUTIVE DIRECTOR'S REPORT

Executive Director's report for January, 2025 presented by Joseph F. Spotts, III:

1. Presented for the Board's approval to hire a painter for the office.

Discussion followed.

On motion of James T. Muldowney, and seconded by Charles M. Dries, the Board unanimously approved to hire the lowest bidder, DSW Painting for the amount of \$5,650.00.

2. Presented for the Board's approval of the 2025 Budget.

Discussion followed.

On motion of Henry J. Minnig, and seconded by Charles M. Dries, the Board unanimously proved the 2025 Budget.

3. Presented for the Board's information on the 333 Coal Street, Port Carbon issue regarding the cleanout policy. Owner of property is requesting payment of bills for damages to her home.

Discussion followed.

On motion of James T. Muldowney, and seconded by Charles M. Dries, the Board unanimously approved to pay \$4,798.00, but not for the installation of the cleanout.

4. Presented for the Board's approval of the 2025 Employee salary rates as follows:

James W. Quinn, Office Manager	2.75% increase	salary	\$67,735.35
Brenda L. Schuettler, Billing Supervisor	2.75% increase	salary	\$61,755.15
Christina Q. Herndon, Executive Secretary	2.75% increase	salary	\$57,403.56
Joseph F. Spotts, III, Executive Directory	\$1,100 increase	salary	\$111,100.00
James Laux, Plant Manager	2.75% increase	salary	\$79,813.19
Christiana Lauderman, Billing Clerk	no increase (<1 yr)	salary	\$40,000.00
Ms. Lauderman will receive the following increases on future anniversary dates:			
April, 2025	\$4,700.98 increase	salary	\$44,700.98
April, 2026	\$5,587.62	salary	\$50,288.60
April., 2027	\$5,587.63	salary	\$55,876.23
Lynn Strausser, Pretreatment Coordinator	no increase (<1 yr)	salary	\$40,000.00
Ms. Strausser will receive the following increases on future anniversary dates:			
July 2025	\$4,700.98	salary	\$44,700.98
July 2026	\$5,587.62	salary	\$50,288.60
July 2027	\$5,587.63	salary	\$55,876.23

On motion of John G. Botto, and seconded by Charles M. Dries, the Board unanimously approved the salary increases.

5. Presented for the Board's approval to hire Jones & Co to conduct the 2024 Financial Audit to not exceed \$16,500.00

On motion of James T. Muldowney, and seconded by Ronald C. Zimmerman, the Board unanimously approved to hire Jones & Co. for the 2024 Financial Audit.

5. Presented for the Board's information the State Ethics Statements of Financial Interest Forms are due by May 1, 2025.

On motion of James T. Muldowney, and seconded by Henry J. Minnig the Board unanimously approved the Executive Director's Report for January, 2025.

#### SOLICITOR'S REPORT

No Solicitor's Report for January, 2025 Board Meeting.

#### CONSULTING ENGINEER'S REPORT

Mr. John R. Poff, P. E. presented his report in written form. Refer to the attached report from Light-Heigel & Associates, Inc. for January, 2025.

1. Mr. John Poff, P.E. presented for the Board's information that the Market Street Sewer Separation Project & the Corrective Action Plan/Act 537 we must have a meeting to discuss the storm sewer ownership issues and the costs. The meeting with the City to make a decision on the storm water lines will be on Wednesday, February 19, 2025 at 2:00 in the Authority Conference Room.

2. Mr. John R. Poff, P.E. presented for the Board's information that the Laurel Street Separation Area is on Hold.

3. Mr. John R. Poff, P.E. presented for the Board's information an update on the downtown flooding project recommendations.

4. Mr. John R. Poff, P.E. presented for the Board's information that the Port Carbon Manhole Investigation is still on hold due to the drought.

5. Mr. John R. Poff, P.E. presented for the Board's information that Thomas W. Schreffler, P.E., James Laux, Plant Manager, and Lynn Strausser, Pretreatment Coordinator will meet to discuss the Pretreatment Ordinance.

6. Mr. John Poff, P.E. presented for the Board's information an update on the Progress Avenue Arch Collapse, a survey crew is scheduled.

On motion of James T. Muldowney, and seconded by Henry J. Minnig, the Board unanimously approved the Engineer's Report for January, 2025.

#### OLD BUSINESS

None.

#### NEW BUSINESS

None.



January 29, 2025

ADJOURNMENT

The meeting adjourned at 6:23 p.m. on the motion of John G. Botto, and seconded by Charles M. Dries.



JOHN G. BOTTO, SECRETARY