

Present

Chairman Jerome Theobald; Vice-Chairman John Haggarty; Treasurer Timothy Moffitt; Secretary James LaPoint; Assistant Treasurer James Brennan; Solicitor Anthony Magnotta; Engineer Edward Pietroski; Tammy Jensen, Administration; Dan Guinther, Plant Superident.

Absent

Assistant Secretary George Firmstone

Pledge of Allegiance

Visitors

None

Motion

On a motion made by Timothy Moffitt and seconded by James LaPoint the Board approved the November 23, 2015 meeting minutes as presented. Motion carried.

Roll Call

Mr. Firmstone, Absent

Mr. Moffitt, Yes

Mr. LaPoint, Yes

Mr. Haggarty, Yes

Mr. Theobald, Yes

Mr. Brennan, Yes

Correspondence was received from the Honesdale Golf Club regarding their sewer line. The Authority videotaped, jetted and degreased the line. The property owner needs to clean their grease trap more frequently in order to prevent grease from entering the line. The sewer line on their property and as it extends to the neighbor's property is their responsibility to maintain.

Solicitor's Report

Honesdale Fire Department Training Grounds/Nola Michael Holding, Inc.:

With respect to Nola Michael Holding Easement with the Central Wayne Regional Authority, Attorney Ira Weinstein, representing Nola Michael Holding Corporation, advised my office that he was willing to grant an easement to the Authority and Volunteer Fire Companies for use of his easement for purposes of fire training and related emergency training purposes. The proposed easement from Nola Michael Holding Corporation would be limited to the period of time for which it owns the property. After consultation with the Authority Chairman, it was suggested that we follow up with Nola Michael Holding Corporation with a letter indicating that the Authority is seeking a permanent easement for the fire training ground and a permanent easement for access to the Authority CSO. In return, the Authority would grant an easement necessary for access to Nola Michael Holding Corporation over Authority owned property. This letter was forwarded to Nola Michael Holding Corporation, both by email and first class mail on December 9, 2015. To date, I have not received a reply.

White Mills Project:

Kim Loftus from RUS requested that my office confirm that the general obligation pledge of income would be limited to Honesdale Borough, Texas Township and Cherry Ridge Township as the original charter members of the Authority. I was able to forward an email to Kim Loftus during my vacation confirming that. I would note that the United States Department of Agricultural Rural Utility Services (RUS) has not forwarded the Authority a commitment letter for funding with respect to the White Mills Project. The concern I have is that the White Mills Project is almost ready to receive the necessary permits and is theoretically ready to be bid in the late spring or early summer of 2016. The lack of a funding commitment from RUS has lead me to conclude that it may be imperative that the Board seek alternate funding for the project so as not to delay construction of the White Mills Project. Therefore, I am in full agreement with the Boards action taken at the November 23, 2015 meeting, authorizing Entech Engineering to begin working on a funding package through PennVest for the White Mills Project.

Honesdale Golf Club:

The Authority has received correspondence from the Honesdale Golf Club complaining of the utility service and continued backups during peak usage periods on the lateral servicing the golf

club. As some of you may recall the Authority inserted a manhole as part of the CSO Project above the property of Roos on the Honesdale Golf Club property with intentions of replacing the lateral on the Roos property. The Authority spent considerable funds on engineering fees and legal fees in an effort to resolve the disputed differences between the Roos and the Authority. These differences dealt with damages to the Roos' property. Despite our considerable effort resolving this matter, the line servicing the Honesdale Golf Club through the Roos property has not been replaced and Aqua Pennsylvania, Inc., who is to share in the construction of new lines servicing the golf club has not completed their project either. I would defer to the engineer's analysis of the practical problems associated with this line, however, it is my belief that while Mrs. Roos is alive and while the Roos own the property that the Authority will never be able to complete a replacement project as long as the line remains functioning. Therefore, it would be my recommendation to notify the golf club that they should consider an alternate method of bringing sewage to the Authority, which may require them to extend the sewer main or in the alternative participate with the Authority in attempting to obtain the appropriate easements from the Roos in an effort to replace the subject surveyed.

Louis Gruber:

During my absence last month, I understand that Louis Gruber addressed the Board regarding the purchase of his property at Old Willow Avenue and Texas Palmyra Highway. It is my understanding that Mr. Gruber intends to open some type of a restaurant facility at the site. This would require an extension of the sewer main which would require a Developer's Agreement with the Authority. Under our Rules & Regulations, it is up to the property owner to make appropriate application and to submit engineer plans to the Authority's Engineer for review and approval of the extension of the sewer main. There is also the escrow requirement which we can go into in more detail when the plans are submitted.

Engineer's Report

- 1. 1) CHERRY RIDGE PUMP STATIONS UPGRADES**
1. Lowest Bidder: Kohr's Excavating: \$253,235.00
1. Issued Notice of Award: November 24, 2014
2. Issued Notice to Proceed: January 12, 2015

3. Pay App #1: \$253,235.00 (**Recommend for Payment**)
4. Change Order #1 Request: \$24,120.17
1. Need further review and discussion with Kohr's

2. 2) WHITE MILLS SEWER INSTALLATION PROJECT

1. Final Design
1. Component 3M for Properties along Route 6

2. Permitting
1. WQM (1st) and PennDOT (3rd) Applications submitted
1. WQM under Technical Review

2. DRBC Docket, GP-5, NPDES to be submitted first week of January

3. Funding
1. Waiting on Final Decision by RUS
2. PennVEST Application Cut-Off Dates is February 17 and May 11, 2016

3. Route 6 Widening
1. Construction in progress

2. 3) 2014 SEWER MAIN REHABILITATION PROJECT

1. Lowest Bidder: Mr. Rehab: \$176,164.75
1. Issued Notice of Award: November 24, 2014
2. Issued Notice to Proceed: January 12, 2015

3. Issued Price Adjustment of \$7,336.40
4. Lining completed Wednesday, December 15th
1. Waiting on Post Construction Videos

2. 4) 7th STREET BREWERY

1. Redirect lateral off 6th Street to Proposed Sewer Extension on 7th Street

2. 5) CLIFF STREET

1. Under Review/ Alternatives

The Authority would like to run one of their main sewer lines for the White Mills Project through private property. The property owners will be contacted and asked if they would meet with the Authority Engineer to discuss the project.

A discussion was held regarding the 7th Street sewer project. Three properties would be involved in the project. One of the properties has a building that the engineer feels is not structurally sound. The Authority will not be working in the building and the Honesdale Borough Zoning Office will be notified.

Plant Report

- The monthly discharge monitoring report was reviewed by the Board.
- The board reviewed the contract for sludge removal from Waste Management. The cost for 2016 will remain the same, there will be a 1% increase for 2017.
- Correspondence will be sent to Wayne Memorial Hospital to discuss results from smoke testing on their property in regards to any new development.

Motion

On a motion made by John Haggarty and seconded by Timothy Moffitt the Board approved a two year agreement with Waste Management for sludge removal. Motion carried.

Roll Call

Mr. Moffitt, Yes

Mr. LaPoint, Yes

Mr. Haggarty, Yes

Mr. Theobald, Yes

Mr. Brennan, Yes

Mr. Firmstone, Absent

Collection System Report

1. Don Johnson met with John Conte from Wayne Memorial Hospital and the owner of Stoneworks Learning Center regarding sewer backups Stoneworks has had because of storm water discharging into the sewer system. Wayne Memorial will need to relocate their storm water discharge from The Other Shop and Stoneworks will need to pump their sewer to the Chapel Street sewer main.

2. Mr. Rehab – Videotaped and lined Sunrise Ave, and Tryon St Bridge Line.

3. Route 6 Widening – 305' of 6" main installed and one cleanout assembly installed.

4. Honesdale Golf Course – the line was cleaned and videotaped beginning at the stone wall. About 55' of orangeburg or cast 4" with 3 bad joints and a lot of grease build up. Terra Cotta pipe had some small roots and offset joints. Pipe from Roos lateral to main working and grease free. Golf Course presently cleans grease trap monthly, cleanings should be done weekly.

Administration Report

- The monthly invoices and financial reports were reviewed.
- The 2016 Budget was reviewed.
- Leeward's final payment for the 2014 Sewer Replacement Project was discussed.

Motion

On a motion made by James LaPoint and seconded by John Haggarty the Board approved the 2016 Operating Budget as presented. Motion carried.

Roll Call

Mr. LaPoint, Yes

Mr. Haggarty, Yes

Mr. Theobald, Yes

Mr. Brennan, Yes

Mr. Firmstone, Absent

Mr. Moffitt, Yes

Motion

On a motion made by Timothy Moffitt and seconded by James LaPoint the Board approved the release of the final payment of the 2014 Sewer Replacement Project to Leeward Construction.
Motion carried.

Roll Call

Mr. Haggarty, Yes

Mr. Theobald, Yes

Mr. Brennan, Yes

Mr. Firmstone, Absent

Mr. Moffitt, Yes

Mr. LaPoint, Yes

Motion

On a motion made by John Haggarty and seconded by James Brennan the Board approved the monthly invoices for payment as presented. Motion carried.

Roll Call

Mr. Theobald, Yes Mr. Brennan, Yes

Mr. Firmstone, Absent Mr. Moffitt, Yes

Mr. LaPoint, Yes Mr. Haggarty, Yes

Debt Collection Report

- 69 Initial collection letters were mailed.
- 10 Lien pending notices were sent out.
- 7 Liens will be filed with the Wayne County Prothonotary.
- 6 accounts are scheduled for Sheriff Sale.

- 1 account is currently involved in Bankruptcy
- Municipal liens on properties total \$63,267

The Board ended the regular meeting and entered into executive session at 7:47 p.m. Matters of personnel were discussed. The Board adjourned the executive session and returned to the regular meeting at 8.02 p.m.

Motion

On a motion made by James LaPoint and seconded by Timothy Moffitt the Board approved a 3% wage increase for Authority employees effective January 1, 2016. Motion carried.

Roll Call

Mr. Brennan, Yes

Mr. Firmstone, Absent

Mr. Moffitt, Yes

Mr. LaPoint, Yes

Mr. Haggarty, Yes

Mr. Theobald, Yes

Motion

On a motion made by John Haggarty and seconded by James Brennan the Board approved a one pay period bonus for all employees. James DeFazio was given an additional one-half pay period bonus. Motion carried.

Roll Call

Mr. Firmstone, Absent

Mr. Moffitt, Yes

Mr. LaPoint, Yes

Mr. Haggarty, Yes

Mr. Theobald, Yes

Mr. Brennan, Yes

Public Comment – none.

The meeting was adjourned at 8:05 p.m.

The next Board meeting is scheduled for January 25, 2016.

James LaPoint, Secretary