

## **Present**

Chairman Jerome Theobald; Vice-Chairman John Haggarty; Treasurer Timothy Moffitt; Secretary James LaPoint; Assistant Treasurer James Brennan; Assistant Secretary George Firmstone; Solicitor Anthony Magnotta; Engineer Edward Pietroski; Tammy Jensen, Administration; Sharon Kinzinger, Plant Operator.

## **Pledge of Allegiance**

## **Visitors**

Dave Rickert

Dave Rickert discussed with the Board a possible development project that would require central sewer in Honesdale Borough. The 300-400 acres located in the Bunnell's Pond-Watts Hill area does not currently have sewer service. Ed Pietroski explained that the Authority's treatment plant does have capacity available, and that the project would require permits from Honesdale Borough, Wayne County, and PA DEP. The project would require a Developer's

Agreement between the Authority and the Developer, and all costs would be paid by the Developer.

**Motion**

On a motion made by John Haggarty and seconded by George Firmstone the Board approved the January 25, 2016 meeting minutes as amended. Motion carried.

Roll Call

Mr. Firmstone, Yes

Mr. Moffitt, Yes

Mr. LaPoint, Yes

Mr. Haggarty, Yes

Mr. Theobald, Yes

Mr. Brennan, Yes

**Solicitor's Report**

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

There has been no response from Ira Weinstein, Principal of Nola Michael Holding, Inc., with regard to our request for an easement on a permanent basis for access to the Authority's combined sewer overflow and the Authority's other properties including the interceptor line.

**White Mills Project:**

The Authority staff and my office has been busy this past month reviewing and revising easements in an effort to obtain all appropriate easements necessary for the White Mills Project. I am happy to report that based upon information receive from the office staff that over one hundred (100) easements have already been mailed to property owners in the service area. There are still some persons who have not responded to the initial request from both the Authority and Entech Engineering for review of their properties. The staff is currently trying to ascertain how to contact these approximately seventeen (17) owners who continually refuse to cooperate. I have prepared an Easement Agreement and Deed of Easement for a property that will have a sewer main installed for the Project. An appraisal was performed by Gerald Romanik which indicates as follows: The estimate of the property is five hundred seventy-five thousand and 00/100 (\$575,000.00) dollars, with a reduction in value to five hundred sixty-three thousand four hundred and 00/100 (\$563,400.00) dollars, after construction of the low pressure line across the property. In addition, there is a value of temporary leased lots of one thousand four hundred fifty and 00/100(\$1,450.00) dollars, bringing the total of the fair market value damages as a result of use of the property to thirteen thousand fifty and 00/100 (\$13,050.00) dollars. This information has been forwarded to the property owner and we are currently awaiting a reply to our request for the easement.

**RUS Closing:**

Our office has prepared an historical package including the, Articles of Incorporation, Incorporation Agreement, Resolutions Ordinances and Easements between the Governing Chartered Members, Honesdale Borough, Cherry Ridge Township and Texas Township and the Central Wayne Regional Authority and forwarded the package to Bond Counsel, Jens Damgaard, so that he may begin to prepare appropriate Bond issues for RUS.

## Engineer's Report

### 1. 1) WHITE MILLS SEWER INSTALLATION PROJECT

1. Final Design
  1. Component 3M for Properties along Route 6
  1. Need Signatures
  2. Advertise for 30 Day Comment Period
  3. Texas Township need to Re-Adopt
  
4. Easements – In Progress
  1. Public Meeting February 27<sup>th</sup> and March 16<sup>th</sup>
  
2. Conditioning Station
  1. To Be Relocated to Prison Property
  2. Will Request AutoCAD Files of Property
  
3. Permitting
  1. WQM – Received
  2. PennDOT – Under Review
  3. NPDES Storm water/GP-5
    1. Received Comments, To be resubmitted by end of next week
  
  2. DRBC – Under Review
  3. Texas Township Road Opening – Under Review
  4. Railroad Crossing – Needs to be Signed and Submitted
  
5. Funding
  1. Grant:                 \$3,222,400
  2. Loan:                 \$7,115,000
  3. Local Contrib:       \$ 291,800
  4. Total:                 \$10,629,200
  
5. Route 6 Widening
  1. Construction in progress
  2. Change Order #1 – Under Review

**3. 2) 2015 WASTELOAD MANAGEMENT REPORT**

1. In Progress

**2. 3) 7<sup>th</sup> STREET BREWERY**

1. Redirect lateral off 6<sup>th</sup> Street to Proposed Sewer Extension on 7<sup>th</sup> Street
2. Waiting on Bids from Contractors
3. Need Authorization to Accept Lowest Bid

**4. 4) OLD WILLOW AVENUE**

1. Proposal

The component 3M for the White Mills Project was discussed. A possible project on Old Willow Ave was discussed. The project would start at Rt.6 in Honesdale Borough and include a small section of Texas Township. The 7<sup>th</sup> Street Project was discussed. Temporary construction easements will be needed from the property owners.

**Motion**

On a motion made by James Brennan and seconded by George Firmstone the Board approved the Sewage Facilities Planning Modules for Minor Act 537 Update Revision for the White Mills Low Pressure Sanitary Sewer System to be submitted to PA DEP. Motion carried.

**Roll Call**

Mr. Moffitt, Yes

Mr. LaPoint, Yes

Mr. Haggarty, Yes

Mr. Theobald, Yes

Mr. Brennan, Yes

Mr. Firmstone, Yes

Correspondence was sent to the Honesdale Borough Council regarding the Authority's concerns of the condition of the 5<sup>th</sup> Street walking bridge. The Authority has a sewer line located underneath the bridge.

Jerry Theobald and George Firmstone attended the last Borough Council meeting. They discussed sewer projects that the Authority has completed in the Borough and the upcoming White Mills Project.

## **Plant Report**

- The monthly discharge monitoring report was reviewed by the Board.
- The new water utility pump was installed in the SBR building.
- James DeFazio attended training last week and will attend this week in order to obtain his

Operator's License.

- The Cherry Ridge SCADA System is not yet connected to the plant operating system.
- The lab walls still need to be repaired from the roof leak.

## Collection System Report

### 1. Route 6 Project

1. All of the 6" main along with cleanouts and flushing hydrants are installed some of the cleanouts still need tops installed on top of the access pipe.
2. Presently working on future service lines so they can be tested with main line. Will do a visual inspection on existing when we hook them up.
3. Aqua is finishing up service lines on Overlook and Old Willow Ave jobs. They are also doing a handful of streets downtown all of which we already have done.
4. Spoke with Entech on 7<sup>th</sup> Street project. We are running service line through the foundation on 2 of the buildings and leaving a stub for the other one. How will internal plumbing be handled?
5. Still need to replace service lines on the rest of the buildings from 6<sup>th</sup> to 7<sup>th</sup> Streets.

## Administration Report

- The monthly invoices and financial reports were reviewed.
- A quote was received from our current electric supplier, Direct Energy, for a three year fixed price of \$06.013 cents/kWh. Solicitor Magnotta has reviewed the contract.
- The \$1500.00 in escrow from the First Presbyterian Church project on Terrace Street will be returned.

### **White Mills Report**

- 122 Deed of Easements have been mailed to property owners. 5 Easements have been completed.
- The Authority has been unable to locate a few property owners to obtain property information. Additional correspondence will be sent to the owners.
- An informational session regarding the project will be held at the White Mills Fire Hall on Saturday, February 27<sup>th</sup> from 10 a.m. – Noon.

### **Debt Collection Report**

- 64 Initial collection letters were mailed.
- 18 Lien pending notices were sent out.
- 7 Liens will be filed with the Wayne County Prothonotary.
- 7 accounts are scheduled for Sheriff Sale.
- 1 account is currently involved in Bankruptcy.
- 1 Account was filed with the Wayne County District Court.
- Municipal liens on properties total \$65,427.
- Water terminations will begin April 7<sup>th</sup>.

### **Motion**

On a motion made by Timothy Moffitt and seconded by John Haggarty the Board approved a three year contract with Direct Energy for electric power in the amount of \$06.013 cents/kWh. The contract is in effect for the meter reads from December 2016 through December 2019. Motion carried.



Roll Call

Mr. LaPoint, Yes

Mr. Haggarty, Yes

Mr. Theobald, Yes

Mr. Brennan, Yes

Mr. Firmstone, Yes

Mr. Moffitt, Yes

**Motion**

On a motion made by James LaPoint and seconded by Timothy Moffitt the Board approved the monthly invoices for payment as presented. Motion carried.

Roll Call

Mr. Haggarty, Yes

Mr. Theobald, Yes

Mr. Brennan, Yes

Mr. Firmstone, Yes

Mr. Moffitt, Yes

Mr. LaPoint, Yes

Tim Moffitt discussed the need for an additional employee to assist with the collection system. A discussion was also held regarding the need for an additional truck.

Public Comment – none.

The meeting was adjourned at 7:34 p.m.

The next Board meeting is scheduled for March 28, 2016.

James LaPoint, Secretary