

Present

Chairman Jerome Theobald; Secretary James LaPoint; Treasurer John Feik; Assistant Secretary George Firmstone; Assistant Treasurer James Brennan; Tammy Jensen, Administrator; Dan Guinther, Plant Superintendent; Mary Peters, Engineer

Absent

Vice-Chairman John Haggarty and Solicitor Anthony Magnotta

Board member George Firmstone attended the meeting via telephone.

Pledge of Allegiance

Motion

On a motion made by John Feik and seconded by James LaPoint the Board approved the meeting minutes from the August 24, 2020, meeting as presented. Motion carried.

Roll Call

Mr. Firmstone, Yes

Mr. Feik, Yes

Mr. LaPoint, Yes

Mr. Haggarty, Absent

Mr. Theobald, Yes

Mr. Brennan, Yes

Solicitor's Report

No report

Engineer's Report

1. **1) WHITE MILLS SEWER INSTALLATION PROJECT (USDA RUS)**
2. Contract #1 – White Mills Sanitary Sewer Installation
1. Contract Information:

(1) Contractor: Leeward Construction, Inc

(2) Dates:

(a) Notice to Proceed: January 9, 2019

(b) Substantial Completion: February 13, 2020 (400 days)

(c) Final Completion: March 29, 2020 (445 days)

(i) Change Order #3 – Time Extension (120 Days) – RUS Approved

1. Substantial: June 12, 2020, Final: July 27, 2020

(ii) Change Order #5 – Time Extension (95 Days) – RUS Approved

1. Substantial: September 15, 2020, Final: October 30, 2020

(3) Contract Amount: \$5,193,193.00

(a) Change Order #1 – \$27,973.90 (RR Boring) – RUS Approved

(b) Change Order #2 – \$9,103.14 (Road Base Drain) – RUS Approved

(c) Change Order #4 – \$0 (Stored Materials) – RUS Approved

(d) Revised Contract Amount: \$5,230,270.04

(i) Job Completed to Date: \$4,281,612.43 (81.9%)

1. Payment Applications:

(a) Payment Application #17 – \$308,464.78 (**Recommended for Payment**)

1. Meetings:

(1) Progress Meeting #18 – October 20, 2020 at 10:00 am

1. Items for Discussion:

(1) Grinder Pump Start Ups

(2) Engineering Agreement – SDC and CO

1. Contract #2 – Pump Station, Conditioning Station, and Sanitary Sewer Installation

1. Contract Information:

(1) Contractor: Pioneer Construction Co, Inc.

(2) Dates:

(a) Notice to Proceed: October 24, 2018

(b) Substantial Completion: July 21, 2019 (270 days)

(c) Final Completion: August 20, 2019 (300 days)

(i) Change Order #2 – Time Extension (120 Days) – RUS Approved

1. Substantial: November 18, 2019, Final: December 18, 2019

(ii) Change Order #4 – Time Extension (Sub: 102 Days; Final: 134 Days) – RUS Approved

1. Substantial: February 28, 2020, Final: April 30, 2020

(iii) Change Order #5 – Time Extension (Final: 122 Days) – RUS Approved

1. Substantial: February 28, 2020, Final: August 30, 2020

(3) Contract Amount: \$2,560,969.00

(a) Change Order #1 - \$72,045.00 (Texas Township Bridge) – RUS Approved

(b) Change Order #3 – \$226,751.61 (Old Willow Pave) – RUS Approved

(c) Revised Contract Amount: \$2,859,755.61

(i) Job Completed to Date: \$2,561,595.90 (90%)

1. Payment Applications:

(1) Payment Application #12 – Not Submitted

1. Schedule/Meetings:

(1) Punch List Items – Finishing Minor Items

1. **2) CAPITAL IMPROVEMENT PROJECTs (PENNVEST)**

2. 2018 Sewer Main Replacement

1. Contract Information:

(1) Contractor: Leeward Construction, Inc.

(2) Dates:

- (a) Notice to Proceed: April 15, 2019

- (b) Substantial Completion: July 14, 2019 (90 Days)

- (c) Final Completion: August 13, 2019 (120 Days)

- (i) Change Order #2 – Time Extension (60 Days) – DEP Approved
 - 1. Substantial: September 12, 2019, Final: October 12, 2019

- (ii) Change Order #3 – Time Extension (309 Days) – Under DEP Review
 - 1. Substantial: July 17, 2020, Final: August 16, 2020

- (3) Contract Amount: \$875,875.00

- (a) Change Order #1 – \$2,850.00 (Tree Removal) – DEP Approved

- (b) Revised Contract Amount: \$878,725.00

- (i) Job Completed to Date: \$ 901,940.38 (102.6%)
 - 1. Payment Applications:
 - (a) Payment Application #10 – \$69,784.13 (**Recommended for Payment**)

1. Schedule/Meetings:

(1) Restoration Remaining

1. Cliff Street Area

1. Contract Information:

(1) Contractor: Leeward Construction, Inc.

(2) Dates:

(a) Notice to Proceed: April 22, 2019

(b) Substantial Completion: July 21, 2019 (90 Days)

(c) Final Completion: August 20, 2019 (120 Days)

(i) Change Order #1 – Time Extension (143 Days) – DEP Approved

1. Substantial: December 11, 2109, Final: January 10, 2020

(ii) Change Order #2 – Time Extension (233 Days) – Under DEP Review

1. Substantial: July 31, 2020, Final: August 30, 2020

(3) Contract Amount: \$947,749.00

(a) Change Order #3 – \$6,289.36 (Road Base Drain) – Under DEP Review

(b) Change Order #4 – \$34,500 (Curb) – Need to Submit to DEP

(c) Revised Contract Amount: \$954,038.36 (Based on DEP Approval, Not Including CO#4)

(i) Job Completed to Date: \$973,713.60 (102.7%)

1. Payment Applications:

(a) Payment Application #9 - Not Submitted

1. Schedule/Meetings:

(1) Restoration Remaining

1. **3) 5th STREET BRIDGE REALIGNMENT**

2. Contract Information:

1. Contractor: Pioneer Construction Company, Inc.

2. Dates:

(1) Notice to Proceed: August 19, 2020

(2) Substantial Completion: November 2, 2020 (75 Days)

(3) Final Completion: November 17, 2020 (90 Days)

1. Contract Amount: \$179,903.00

2. Schedule/Meetings:

1. Construction in Progress

2. **4) toxic reduction evaluation study**

3. Kleinfelder TRE Final Report Submitted to DEP

1. **5) CRESTMONT SEWER MAIN PROJECT**

2. **6) FINANCES**

Motion

On a motion made by James LaPoint and seconded by John Feik the Board of Directors approved Change Order #6 from Leeward Construction for the White Mills Project. The time extension change order was approved with the following stipulations: The project must be completed by October 30, 2020, with the exception of the mobile home park, which will have a substantial completion date of November 20, 2020, and a final completion date of December 31, 2020.

Motion carried.

Roll Call

Mr. Feik, Yes
Absent

Mr. LaPoint, Yes

Mr. Haggarty,

Mr. Theobald, Yes

Mr. Brennan, Yes

Mr. Firmstone, Yes

Motion

On a motion made by John Feik and seconded by James LaPoint the Board approved an amended agreement between the Authority and Entech Engineering, Inc. for additional services for the White Mills Project. Construction Observation \$90,000 and Services During Construction \$18,500.

Motion carried.

Roll Call

Mr. LaPoint, Yes

Mr. Haggarty, Absent

Mr. Theobald, Yes

Mr. Brennan, Yes

Mr. Firmstone, Yes

Mr. Feik, Yes

Motion

On a motion made by John Feik and seconded by James LaPoint the Board approved Change

Order #5 a time extension for Leeward Construction on the Cliff Street Project. The final completion date would be November 16, 2020.

Motion carried.

Roll Call

Mr. Haggarty, Absent

Mr. Theobald, Yes

Mr. Brennan, Yes

Mr. Firmstone, Yes

Mr. Feik, Yes

Mr. LaPoint, Yes

Plant Report

- The monthly discharge monitoring and plant reports were reviewed.
- The grease trap inspection report was reviewed. Four businesses failed initial inspection.
- The one-year SBR Tank Project inspection will be scheduled.
- Three quotes were received to seal coat the wastewater treatment plant blacktop:

1. Joseph Blacktopping	\$5,650.00
2. Lacinski Contracting, LLC	\$5,875.00
3. Ace Sealcoating, LLC	\$8,245.00

The Board of Directors approved the quote from Joseph Blacktopping in the amount of

\$5,650.00.

- Koberlein cleaned one of the sludge holding tanks. There were a lot of rags in the tank. The tanks were built in 1960. Dan suggested that modifications be done to the piping to help drain the tanks. The second tank will be cleaned in a few weeks.
- There is a seal leak in one of the pumps in the Headworks building. The pump was pulled and repaired by NE Electric. A cooling jacket had deteriorated and the motor was packed full of garbage. The cost was \$12,295 to repair. The pumps cost \$30,000 new. A proposal for \$2,409 was obtained from NE Electric to pull and check the other three pumps and replace coolant. This problem could have contributed to the VFD burning up. The Board approved the proposal.
- The VFD will be tested.

Collection System Report

Leeward – Willow Avenue:

- Pavement completed
- Need to create a punch list

White Mills sewer:

- All main lines in the trailer park have been installed. Fourteen grinder pumps have been installed.
- Only one property on the remainder of the project needs grinder pumps installed.

- Hanson is working on paving from Honesdale to Hawley.
- Site Specific is testing grinder pumps on September 25th.

Cliff Street:

- Leeward is working on curbs.

Administration Report

- The monthly invoices and financial reports were reviewed.
- 124 White Mills customers have either paid or are on a payment plan for their tapping fee.
- 140 White Mills customers have completed their electric work and passed inspection.
- 22 liens will be filed at the Wayne County Courthouse totaling \$10,483.93.
- 81 sewer rent collection letters were sent to customers.
- A report on the White Mills Project progress was reviewed.
- 15 – 60-Day Notice to Connect letters were sent today for the White Mills Project.
- A list is being compiled of White Mills restoration work that still needs to be completed.
- Several properties still need to complete their electric work for their grinder pump in White Mills.
- The 2021 Authority Pension Plan Financial Requirement and Minimum Municipal Obligation was submitted to the Board.
- A financial discussion was held regarding the Crestmont Area Sewer Project.

Motion

On a motion made by George Firmstone and seconded by John Feik the Board approved proceeding with the Crestmont Area Sewer Project financed through USDA.

Motion carried.

Roll Call

Mr. Theobald, Yes

Mr. Brennan, Yes

Mr. Firmstone, Yes

Mr. Feik, Yes

Mr. LaPoint, Yes

Mr. Haggarty, Absent

Motion

On a motion made by John Feik and seconded by James LaPoint the Board approved a proposal from Northeast Electric for preventative maintenance on three Flygt pumps in the amount of \$2,409.

Motion carried.

Roll Call

Mr. Brennan, Yes

Mr. Firmstone, Yes

Mr. Feik, Yes

Mr. LaPoint, Yes

Mr. Haggarty, Absent

Mr. Theobald, Yes

Motion

On a motion made by James LaPoint and seconded by John Feik the Board approved the monthly invoices as presented. Motion carried.

Roll Call

Mr. Firmstone, Yes

Mr. Feik, Yes

Mr. LaPoint, Yes

Mr. Haggarty, Absent

Mr. Theobald, Yes

Mr. Brennan, Yes

The meeting was adjourned at 7:48 p.m.

The next Board meeting is scheduled for October 26, 2020.

James LaPoint, Secretary