

KISKI VALLEY WATER POLLUTION CONTROL AUTHORITY

December 21, 2022

CALL TO ORDER

The Regular meeting of the Kiski Valley Water Pollution Control Authority was called to order on Wednesday, December 21, 2022, at 3:00 p.m. by Chairman Bione with the Pledge of Allegiance to the Flag.

ROLL CALL

Present: Members of the Board: Bione, Hansen, Kotvas, Pascal, Polczynski, T. Smail (by phone), Swarmer (by phone), Virostek, and Wilson. V. Milie, D. Moyer, T. Sherbondy and J. Smail were excused. Duryea, Loperfито and Klein were also present.

VISITORS:

No visitors were present.

MINUTES:

Kotvas motioned to approve the Minutes as presented. Polczynski seconded the motion. Motion carried.

SECRETARY'S REPORT:

Secretary Wilson reported the correspondence as follows:

Geary, Loperfито & Generelli, LLC, Letter requesting re-appointment for the 2023 year.

Respiratory Health Association – Thank You for the donation in memory of Charles A. Sanford.

Tina Sanford - Thank You for the donation to the Respiratory Health Association in memory of Charles Sanford.

PA Labor & Industry – Unemployment Compensation rates for 2023.

Virostek motioned to accept the Secretary's report as provided by Christine Wilson. Polczynski seconded. Motion carried.

TREASURER'S REPORT:

With the absence of Treasurer, J. Smail, Polczynski reported on the requested Bank transfers for the month and reviewed the report. Polczynski motioned and Virostek made a second to approve the transfers as presented. Motion carried.

Virostek then motioned to approve the Treasurer's report as reported. Kotvas made a second to the motion. Motion carried.

Kotvas motioned to approve the Accounts Payable for the month of December. Polczynski provided a second and the motion passed.

Polczynski motioned to approve Automatic Debit payments for the month of December. Kotvas provided a second and the motion passed.

Polczynski motioned to approve Payroll and Payroll Tax payments for the month of December. Kotvas provided a second and the motion passed.

Virostek requested that the dollar amounts be provided in the future for the Automatic Debits, Payroll and Payroll taxes.

**ENGINEER'S
REPORT:**

John Klein, of HRG Engineering stated that most information is in his printed report. He reported that they are anticipating receiving the permits for the Sludge Processing project early in 2023.

**COMMITTEE
REPORTS:**

Engineering Committee: Chairman Kotvas presented Project Requisition #28 in the amount of \$85,885.00 for approval as follows:

HRG Engineering	\$ 1,885.00
Kappe Associates	\$ 84,000.00

Kotvas motioned to approve Requisition #28 totaling \$85,885.00. Polczynski provided a second to the motion to approve the requisition. Motion carried.

Kotvas motioned to approve HRG Modification #2 for engineering fees of \$15,000 related to pipe rerouting which will reduce construction costs. Polczynski provided a second and the motion passed.

Kotvas made a motion to approve Resolution 2022-15 which authorizes the Authority Manager to apply for a grant through the "COVID-19 ARPA – PA Small Water and Sewer Grant" fund with a second by Virostek. Motion passed.

Virostek then motioned to send an email with a copy of the grant application to Abby Major, Joe Pittman and Doug Chew to request support for awarding of the grant. Polczynski provided a second and the motion passed.

Finance Committee: Chairman Polczynski stated that the information was listed on page 7 of the meeting packet.

Billing & Collections Committee: Pascal stated that the billing and collection information for November is in the Committee Report.

Insurance Committee: Hansen motioned to approve the UPMC Gold HSA PPO \$2200 Health Plan for employees (under 65) for 2023. Pascal provided a second and the motion passed.

In a separate matter, Loperfito indicated that the Board must also transfer the remainder of the funds (\$36,149.61) to the Bond Fund to replace the funds that were fraudulently acquired.

Personnel Committee: The Committee recommended that the Office staff each receive an increase in pay of \$1.00/hour effective January 1, 2023. Virostek made a motion to enact this increase which was seconded by Polczynski. Motion Passed.

Polczynski motioned that \$100 Giant Eagle Gift cards also be provided to office staff as is currently provided to the union staff. Virostek provided and second and the motion passed.

Public Relations Committee: Virostek commented regarding the Christmas Dinner venue (Wooden Door Winery) as overall it was a positive experience. She requested any additional feedback in planning for the 2023 dinner.

**MANAGER'S
REPORT:**

Duryea stated that the plant remains in compliance with DEP guidelines.

He reported the number of customers utilizing on-line payments continues to increase.

KVWPCA continues to test for COVID-19 through the PA Dept. of Health. Bio-bot
Continues to provide analyses.

The invested bond funds generated \$3,299.29 during the month of November with the
total interest generated totaling \$64,772.25 during the twenty-eight (28) month
investment.

All required submittals of the 2021/2022 audit were completed including the Municipal
Securities Rulemaking Board's (MSRB) Electronic Municipal Market Access (EMMA) as
required by our bond rules.

Duryea reported that \$1,000 was received from the sale of old actuators that can no
longer be used at the KVWPCA facility.

**SOLICITOR'S
REPORT:**

Attorney Loperfito discussed the proposed Resolution regarding "deduct meters."
After much discussion, a motion was made by Polczynski and seconded by Virostek to
table the issue. Motion passed.

A motion was made by Polczynski with a second from Virostek to schedule and advertise
for a Reorganization meeting on January 4, 2023 at 7:00 pm and to also advertise for all of
the regular meetings for the third Wednesday of each month at 7:00 pm. Motion passed.

A motion was made by Polczynski with a second by Pascal to approve Resolution 2022-
13 to oppose sale of Community Sewer and Water Authority Assets. Motion Passed.

A motion was made by Kotvas with a second by Virostek to approve Resolution 2022-14
regarding Conflict of Interest. Motion Passed. Everyone is to complete the Conflict of
Interest form provided by Loperfito and return them to the KVWPCA office.

A motion was made by Pascal with a second by Virostek to approve hiring of alternate
counsel for a lawsuit which would create a conflict of interest for Loperfito to
participate. Motion Passed.

Loperfito will contact ATI regarding the stormwater catch basins that are connected
directly to the KVWPCA sanitary sewer conveyance system.

**UNFINISHED
BUSINESS:**

No Report

**NEW
BUSINESS:**

Bione commented to thank the entire Board for their time and efforts throughout the
year and wishing all a Merry Christmas and Happy New Year.

**EXECUTIVE
SESSION:**

None necessary

ADJOURNMENT:

Virostek motioned with Polczynski's second to adjourn the meeting at 4:45 p.m.

Christine Wilson

Christine Wilson
Secretary