

**WILLIAMSPORT SANITARY AUTHORITY  
MINUTES OF REGULAR BOARD MEETING**

12:13 PM, Wednesday, April 27, 2022  
Authority Conference Room

PRESENT

William Ertel  
Andrée Phillips  
Johnny Meyer  
Laura Templeton  
Kent Trachte  
Richard Trowbridge  
Greg Zeitler

ABSENT

Tom Marnon

ALSO PRESENT

M.D. Miller  
W.J. Walter  
E.J. Smithgall  
S.B. Benner  
S.D. Beers  
K.M. Long  
Thomas C. Marshall, Esq.  
*Solicitor*  
Erin Threet,  
*HRG Engineering*  
Kevin Newman

Chair Ertel called the meeting to order at 12:13 PM by stating in accordance with Section 6 of Act 84 of 1986, today's meeting was advertised in the December 20, 2021 edition of the Williamsport Sun-Gazette and a quorum was present.

Chair Ertel asked for approval of the minutes of March 23, 2022 meeting. Ms. Phillips made a motion to approve the minutes as presented. Ms. Templeton seconded the motion. The motion passed unanimously.

There were no public comments.

Mr. Miller had no additional notes from the Executive Director for the Sanitary Authority.

Chair Ertel called for the committee reports:

- **Planning/Operations Committee:**

- **ISSUANCE – Non-Domestic Wastewater Discharge (NDWD) Permit – Arxada – NDWD Permit No. 1**

Mr. Miller presented the Non-Domestic Wastewater Discharge (NDWD) Permit – Arxada – NDWD Permit No. W-1. Upon the sale of Lonza, Inc. to Arxada the permit was transferred to Arxada effective January 31, 2022 and it will expire on April 30, 2022. The permit is for the discharge of pretreated wastewater from the manufacture of specialty chemicals to the WSA West Plant. The EPA categorical standards for Organic Chemicals, Plastics, and Synthetic Fibers and the EPA categorical standard for Pesticide Chemicals are applied to this draft permit. The limitations changed based on the production data from 2019 through 2021 submitted by Arxada. The staff recommends issuing the permit as presented, with an effective date of May 1, 2022 and an expiration date of April 30, 2024.. A motion was made by Mr. Zeitler the Non-Domestic Wastewater Discharge (NDWD) Permit – Arxada – NDWD Permit No. W-1. Ms. Phillips seconded the motion. The motion passed unanimously.

- **WSA – West Plant – Belt Filter Press Discussion**

Mr. Miller presented the HRG Belt Filter Press Replacement Project. Phase 1: Project Scoping – Technical Memorandum. The discussion regarding Project Scope to address HVAC-related code requirements. The Authority is replacing the Belt Filter Press at the West Plant and a building permit is not required. The Belt Filter Press process has the potential to create gas that is explosive. Currently gas level readings are being monitored. The levels haven't exceeded dangerous levels to this point. The staff is recommending putting in additional monitors and proceeding with the project. A motion was made by Mr. Meyer to approve the Project Scope to include air monitoring requirements. Mr. Trowbridge seconded the motion. The motion passed unanimously.

• **Finance Committee:**

- **March Financials and Vouchers**

Mr. Miller requested approval of the March financials and vouchers. The Finance Committee reviewed and recommended the March financials and vouchers. Mr. Zeitler moved to acknowledge receipt of the March financials and to approve the March vouchers. Ms. Templeton seconded the motion. The motion passed unanimously.

- **ISOLVED – Payroll Services Contract**

Mr. Miller presented the updated ISOLVED Payroll Service Contract. This contract will provide Affordable Care Act (ACA) Compliance, Benefits Cost Analysis, HR & payroll services for an annual cost of \$16,080, implementation fees of \$3,615, and year end fees of \$1,150 for a total of \$20,845. A motion was made by Mr. Meyer to approve ISOLVED Payroll Services Contract. Mr. Zeitler seconded the motion. The motion passed unanimously.

- **Electric Contract Renewal**

Mr. Miller requested approval for the Authorities to participate in one day auctions for an electric provider. Our current contract runs through the end of the calendar year but it would be advantageous to lock in a more economical rate sooner as electric prices continue to rise. The committee agreed to recommend the request to participate in auctions for an electric provider and to accept bids that are no more than 10%-15% of our current rate. A motion was made by Mr. Meyer to participate in one day auctions for an electric provider with a 15% threshold. Mr. Trowbridge seconded the motion. The motion passed unanimously.

- **Reach Road Spot Repairs Discussion**

Mr. Smithgall presented the bid tabulation for the Reach Road Spot Repairs project. There was a disparity in the amounts of the bids and a bid was late from one of the contractors. Because there were questions the day before the bids were due, Mr. Smithgall made a recommendation to reject and rebid this project with added information in the advertisement regarding bypass pumping. The committee is recommending rejecting the bids and rebidding the project. A motion was made by

Mr. Zeitler to reject the bids and rebid the project. Mr. Trowbridge seconded the motion. The motion passed unanimously.

– **Freightliner Dump Truck #34 Replacement**

Mr. Miller presented the notice that there will be a \$3,800 additional surcharge for a dump truck that is on order. The additional surcharge brings the total for the dump truck to \$131,308. The price is still below the budgeted amount of \$145,000. A motion was made by Ms. Phillips to approve the additional surcharge of \$3,800. Ms. Templeton seconded the motion. The motion passed unanimously.

– **Stormwater Budget and Rate Discussion**

Mr. Miller presented the Stormwater Budget and Rates. The rate for 1 ERU will be \$10 per month. The committee recommends the Stormwater Budget and Rates for approval. A motion was made by Mr. Meyer to approve the Stormwater Budget and Rates as presented. Mr. Trowbridge seconded the motion. The motion passed unanimously.

Chair Ertel called for Staff Information and Recommendations:

• **Woodlands Bank Signature Card**

Mr. Beers presented the Woodlands Bank Signature Card adding Accounting Supervisor, Lori Kriebel to the Authorities bank accounts. A motion was made by Mr. Meyer to add Lori Kriebel to the Authorities bank accounts. Mr. Zeitler seconded the motion.

Chair Ertel called for the Solicitor's report:

- The Solicitor had no items to report.

Chair Ertel called for Old Business:

- There were no items for Old Business.

Chair Ertel called for New Issues for Future Board Meetings:

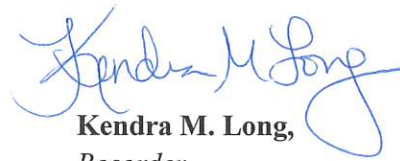
- There were no items for Future Board Meetings.

The meeting was adjourned at 12:21 PM. The Board will meet again May 25, 2022 or earlier at the call of the Chair.

An Executive Session was held for a matter of personnel immediately following the meeting.

Respectfully submitted,

**Johnny R. Meyer,**  
*Secretary*



**Kendra M. Long,**  
*Recorder*