

MINUTES OF THE MEETING OF THE BOARD OF THE SANITARY SEWER  
AUTHORITY OF THE BOROUGH OF SHICKSHINNY

**June 16, 2009**

**May 19, 2009:**

Gilbert Gleco, Chairman of the board, called the monthly meeting for **May 19, 2009** to order. The following board members were present at roll call: Gilbert Gleco, Francene Tearpock-Martini, Joseph Summers, Michael Steeber. Also in attendance Operator Mark Gensel, Mary Beach, Secretary. Absent Mr. Krasucki.

**Operator's Report:**

A written and oral report was presented to the board by Mark Gensel. Mr. Gensel stated that the pipe located at the Family Dollar Inc. store, store #2563 in the Shickshinny 5 Mtn Shopping that was pierced during a contractor bore hole drilling had been repaired. He stated he was on site to access the area and took pictures. Recently a blower was sent out to be rebuilt, also one electrical motor was sent out and had new bearings installed. A letter was received from Heller and it said that according to PA One Call the Sewer Authority didn't respond. Mr. Gensel stated that he marked weeks ahead of time where they were going to bore. Further discussion was held regarding the damage and the cost involved.

Mr. Gleco asked if there was a motion to accept the operators report as read?

**Motion** to accept the operators report by Mr. Summers 2<sup>nd</sup> Mr. Steeber, All in favor aye. Motion passed.

**Reading of the Minutes:**

The March minutes were never approved at the April meeting so Mr. Gleco wanted the following changes made:

Mr. Gensel, the operator, went to class but is not finished.

The March 17<sup>th</sup> meeting was adjourned it was not closed.

That Mary Beach is just a secretary and not a bookkeeper, the Sewer Authority does not have a bookkeeper.

Mr. Steeber said if no one has any more questions on the March meeting I will make a motion.

**Motion** by Mr. Steeber to accept the March minutes 2<sup>nd</sup> Mr. Summers. Mr. Gleco said motion was made and 2<sup>nd</sup> all in favor stating aye – Mr. Summers, Mr. Steeber, Mr. Gleco; nay- Ms. Tearpock-Martini asked if there was a nay? Motion passed.

**Motion** by Ms. Tearpock-Martini to accept the minutes for April 21<sup>st</sup> 2<sup>nd</sup> Mr. Steeber. Mr. Gleco stated a motion was made and 2<sup>nd</sup> all in favor stating aye. All said aye. Motion Passed.

**Bills for Approval:**

Ms. Tearpock-Martini stated that in paying the bills she had been noticing that bills are going to Mark Gensel's home and they should be coming here, to the Sewer Authority. Mr. Gensel stated that had been done years back and he could have the bills forwarded to the authority. Ms.

Tearpock-Martini stated that we had the same issue when months before when Mr. Gleco was getting mail to his home and Mr. Gleco stated he still was. Ms. Tearpock-Martini stated that all mail for the authority should come here. Mr. Gensel stated that they (Kirby) just saving on a stamp so they didn't have to split the mail. Ms. Tearpock-Martini asked what he meant by splitting it? Mr. Gensel stated that the lab results go directly to his home, because he needs them as soon as possibly to prepare the report by the 28<sup>th</sup> of each month for DEP.

Mr. Steeber asked if all bills would be paid to date upon their approval. Ms. Beach stated if she had received them they are listed and cited that the bill for yearly dues from PMAA had been going to Mr. Gensel's attention and she did not receive them. They had been contacted and it has been corrected.

Ms. Tearpock-Martini stated that there was a bill there she signed it for PLGIT but it's not co-signed by Mr. Gleco. Mr. Gleco stated to prove a point that in January the board made a motion to put \$3,000 a month into the PLGIT account and asked how many had been put in? Ms. Beach stated that the motion was made in January, and February's was made she missed March, April's check was still sitting there, and this is May. Mr. Steeber instructed the secretary that she is to do what she is told.

A discussion was held regarding arrears and Mr. Gleco asked the secretary what was being done about it. Ms. Beach presented the board with two folders containing liens for 16 properties, water shut offs for 11 properties, 6 attorney notices, and 26 customer reminders.

Mr. Steeber asked what the arrears were at, it was stated \$28,000, and how many had been shut off so far that year? Ms. Beach stated that in April they were sent their notices, which gives them 30 days to respond and they were not at the point of posting the homes.

Mr. Steeber and Mr. Gleco feel that the secretary is responsible for the arrears.

Mr. Gleco stated that the postings that were done by Mark Gensel last year had his name forged by the secretary. When Ms. Beach asked to have his statement clarified Mr. Gleco stated that when Mr. Gensel brought the papers back the secretary, Mary Beach, printed Mark Gensel's name across the top. Ms. Beach stated it was affidavit of service attesting that the papers were posted to a specific address and date it was posted and then signed by the person posting. Mr. Gensel did indeed sign his name he just failed to print his name at the top. Mr. Gensel stated that he doesn't know what the people owe he is not billing. Mr. Steeber asked if they were ready to be posted and Ms. Beach stated that the thirty (30) days were up at the end of the month. Mr. Steeber stated that if any make a payment agreement that it must state they will keep current bill paid and will pay a specific amount of the arrears. Mr. Summers offered to help Mr. Gensel do the postings.

A discussion took place regarding the properties that were being handled by Atty. Lipka. The board is uncertain where the attorney is with the procedure and Mr. Steeber suggested that Mr. Gleco and Mr. Summers make an appointment to meet with the attorney. Mr. Steeber stated that he did not feel that Atty. Lipka was doing a good enough job for the authority.

**Motion:** Mr. Steeber made a motion that Joe Summers and Gilbert Gleco meet with Attorney Lipka to discuss this issue, 2<sup>nd</sup> by Mr. Summers. Roll Call Mr. Summers, Ms. Tearpock-Martini, Mr. Steeber, Mr. Gleco, yes. Motion passed.

Ms. Tearpock-Martini stated that when they meet with the attorney to clarify that if in discussion of the accounts in arrears can be done in public or executive session.

A discussion took place regarding the homes that were going to be torn down or elevated through the Flood project.

Mr. Gleco asked that in last months bills there was one for Purchase Power and asked what that was for? Ms. Beach stated that is was for postage.

**Motion:** by Mr. Steeber to pay the bills 2<sup>nd</sup> Mr. Summers; Roll Call Vote Mr. Summers, Ms Tearpock-Martini, Mr. Steeber, Mr. Gleco – yes.

Forms had to be signed by the chairman and secretary/treasurer to open the accounts at PNC bank. They were signed by Mr. Gleco and Mr. Summers.

Ms. Tearpock-Martini questioned about the positions since they still did not have a reorganization of the board. Mr. Gleco stated that they did we vote and Ms. Tearpock-Martini was in disagreement.

The bill listed for Wyoming Valley Sanitary Auth. for \$361.49 is listed because it is billed to The Shickshinny Sanitary Sewer Authority, but will not be paid.

Mr.Gleco asked for a copy of the arrears from Mary Beach and one was given.

Mr. Gleco said he would call Atty. Lipka and make the appointment for them to go up.

Jule Moore asked if the list of arrears was public information, not that she wanted one but was just asking for clarity. Ms Tearpock-Martini stated that she wrote that down for Mr. Summers to ask the attorney when they meet with him.

Mr. Steeber stated that Mocanaqua does not use a lawyer all the time for water shut-offs. Ms. Beach stated that in Mocanaqua the attorney does all the filings for them. Mr. Steeber said he didn't feel it was necessary because all he will do is charge for that file of paperwork. Ms. Beach stated that the paperwork was done by her not Atty. Lipka.

**Motion to Adjourn** by Mr. Steeber 2<sup>nd</sup> Ms Tearpock-Martini all in favor aye.

## **OLD BUSINESS:**

Postings of the homes were never done and a new date and time will need to be agreed upon so the paperwork can all be redone.

**A Special Meeting** was called for on June 3, 2009 at 4:00 pm at the plant location. The meeting was advertised in the Press Enterprise for personnel matters.

## **NEW BUSINESS:**

A letter of resignation was received via fax on June 4, 2009 from Atty. David R. Lipka effective immediately. All board members were called and notified.

It was advertised in the Citizens Voice and the Press Enterprise for legal services upon the instructions of Mr. Gleco, Chairman of the Board. They were to be opened at today's meeting.

Bills received for drilling damage at Family Dollar to date from Heller Drilling Co.: Wyoming Valley Sanitary Auth. \$361.49, and Cerminaro Construction \$1,609.78. All copies have been faxed to Reilly Assoc.

The Board needs to decide how much they would like to put into the PNC Bank to open the accounts. Everything has been put into place, the checks have been received and the accounts are ready to go. With the new billing going out today they need to be opened so people can start to make payments at the bank. The board needs to decide what accounts if any they would like to keep at Wachovia for the time being.

Secretary Mary Beach will be taking a vacation day on Friday June 19, 2009.

**Next Scheduled Meeting: July 21, 2009**