BOARD APPROVED
DATE 9-22-2026

WYOMING VALLEY SANITARY AUTHORITY
BOARD MEETING MINUTES

The regularly scheduled meeting of the Wyoming Valley Sanitary Authority Board of Directors was held on Tuesday, July 21, 2026 at 5:30 p.m. at the WVSA Plant located in Hanover Township, PA.

I. Call to Order

Mr. Guesto, Chairperson

II. Pledge of Allegiance

III. Roll Call

Mr. Jacobs, 1st Assistant Secretary

Members Present

Mike Belusko
James Blandina
Dante Bovani, Jr. (via phone)
Shawn Brown (via phone)
Gerald Cross
Anthony Glazenski
Samuel T. Guesto Jr.
Robert Jacobs
Bob Linskey
Michael Lombardo
John Morgan
David Stochla (via phone)
Thomas Wall

Members Excused

Phillip Latinski
Joseph Mazur
Rick Kamus

Others Present

Andy Reilly, CEO
Samantha Albert, P.E., CTO
Barry Motsko
Paul Keating, CFO
Bill Buckman
Kim Philbin
Atty. William T. Finnegan Jr.
Wendy Graves
Justin Raitter
Jeff Colella
Brian McDermott
Andrea Caladie

IV. Announcements

Mr. Guesto notified everyone that the meeting was being electronically recorded. Any citizen wishing to address the Board was asked to give their name and address prior to addressing the Board.

Attorney Finnegan announced that the Board met prior to the meeting to discuss personnel items listed in D through G of Section XI of the Personnel portion of the Agenda and real estate litigation with regard to the PA American Water and Pittston City proposed transaction.

Ms. Andrea Caladie of Baker Tilly, had a brief presentation of the Authority's 2025 Annual Audit.

Mr. Guesto thanked Andrea and Baker Tilly for and outstanding job with the Audit and also recognized the administration and all involved for a job well done.

V. Public Comment Period
None.

VI. Approval of WVSA May 19, 2026 Regular Board Minutes.
Motion made by Mr. Lombardo.
Seconded by Mr. Morgan.
Motion carried unanimously.

VII. Approval of WVSA July 9, 2026 Operations and Infrastructure Committee Minutes.

Operations and Infrastructure Committee Members Only

Motion made by Mr. Cross.
Seconded by Mr. Bovani.
Motion carried unanimously.

VIII. Finance Committee Report
Mr. Cross, Chairperson

Mr. Cross along with the Finance Committee congratulated the CFO and Staff for a great job with the 2025 Audit.

A. Mr. Cross made a motion to accept the Authority's 2025 Annual Audit as prepared and presented by the Authority's appointed independent auditor, Baker Tilly.
Seconded by Mr. Linskey.
Motion carried unanimously.

B. Mr. Cross made a motion authorizing the destruction of the following records in accordance with the Authority's Records Retention and Disposition Schedule:

Record	**Years**

Open Purchase Order Reports 2013–2014
Journal Entries 2013–2016
Account Analysis Reports2013
Check Registers 2014–2017
Voided Checks 2009–2016
Trial Balances 2013–2017
Accounts Payable Purchase Journals 2013–2017
Employer Payroll Tax Returns 2008–2018
Payroll Records 1996, 1998–1999, 2001, 2003–2018
Bank Statements 2013–2018
Seconded by Mr. Morgan.
Motion carried unanimously.

C. Mr. Cross made a motion to appoint Fidelity Bank / Express Pay for credit card processing and customer ACH services at rates of 2.2% for credit card processing transactions and $1.00 per ACH transaction.
Seconded by Mr. Blandina.
Motion carried unanimously.

IX. Stormwater Committee Report

Mr. Cross, Chairperson

A. Mr. Cross made a motion to approve Amendment No. 2 to the agreement with PennEastern LLC to provide additional topographic and property boundary surveying and construction phase engineering services for the Slocum Street Stormwater Basin Retrofit Project in an amount not to exceed $4,380.00.
Seconded by Mr. Morgan.
Motion carried unanimously.

B. Mr. Cross made a motion to adopt Resolution No. 8, a Resolution of the Wyoming Valley Sanitary Authority Board of Directors amending Resolution No. 6 of 2019 regarding the use and drawdown of Municipal Savings Accounts established for the Wyoming Valley Sanitary Authority Regional Stormwater Program.
Seconded by Mr. Jacobs.
Motion carried unanimously.

X. Operations and Infrastructure Committee Report

Mr. Morgan, Chairperson

A. Mr. Morgan made a motion to approve a Flow Metering Agreement with the Sewer Authority of the Township of Pittston authorizing WVSA to install, operate, and maintain flow metering equipment within the Pittston Township sanitary sewer collection system to monitor flows conveyed to the WVSA Pittston Interceptor.
Seconded by Mr. Linskey.
Motion carried unanimously.

B. Mr. Morgan made a motion to approve Amendment No. 3 to the agreement with Verdantas LLC for additional construction phase engineering services associated with the Ross Street Pump Station No. 12 Emergency Generator Project in an amount not to exceed $2,490.00. Capital Budget Line Item No. 80- 4101 -009.
Seconded by Mr. Belusko.
Motion carried unanimously.

C. Mr. Morgan made a motion to approve an agreement with Verdantas LLC to provide permitting services in support of WVSA's acquisition of the Newport Township Sanitary Sewer Collection and Conveyance System, including preparation and submission of PADEP permit transfer applications, for an amount not to exceed $5,000.00. Capital Budget Line Item No. 20- 4211 -026.
Seconded by Mr. Glazenski.
Motion carried unanimously.

D. Mr. Morgan made a motion to ratify the rebuild and repair of one Sulzer Model No. XFP301M-CH2 dry pit submersible pump for WVSA Pump Station No. 9 by North End Electric for an amount of $47,992.30. Capital Budget Line Item No. 20-4301-026.
Seconded by Mr. Linskey.
Motion carried unanimously.

E. Mr. Morgan made a motion to award purchase of a 2026 JLG Model 519 Telehandler to Medico Industries, Inc. in the amount of $87,116.42. Capital Budget Line Item No. 20-4108-026.
Seconded by Mr. Bovani.
Motion carried unanimously.

XI. Personnel Committee Report

Mr. Wall, Chairperson

A. Mr. Wall made a motion to approve the amendment of the Certification/Licensing Policy as follows:

PA Wastewater A,1 Operator License	$3,000
PA Wastewater E,4 Operator License	$1,000
ASSE 5110 Backflow Tester	$1,000
PA CDL Class A	$500
PA Public Pesticide Applicator	$500

PADEP Operator in Responsible Charge (ORC) as selected by the WVSA $2,000

HRCI Professional In Human Resources	$2,500

Seconded by Mr. Linskey.

Motion carried unanimously.

B. Mr. Wall made a motion to approve the amendment of the CDL Training, Qualification, and Compliance Policy.
Seconded by Mr. Blandina.
Motion carried unanimously.

C. Mr. Wall made a motion to approve the amendment of the Way We Work Policy.
Seconded by Mr. Morgan.
Motion carried unanimously.

D. Mr. Wall made a motion to approve retirement of employee 2043 as of January 8, 2027 as discussed in Executive Session.
Seconded by Mr. Morgan.
Motion carried unanimously.

E. Mr. Wall made a motion to approve salary changes for employees 3598 and 3520 as discussed in Executive Session.
Seconded by Mr. Morgan.
Motion carried unanimously.

F. Mr. Wall made a motion to authorize the proper officials to extend an offer of employment for the full-time position of Special Project Laborer as discussed in Executive Session. Offer of Employment is contingent on satisfactory results of Drug and Alcohol testing and Background Check.
Seconded by Mr. Morgan.
Motion carried unanimously.

G. Mr. Wall made a motion to approve 90 Day Unpaid Leave requests for employees 2067 and 3491 as discussed in Executive Session.
Seconded by Mr. Jacobs.
Motion carried unanimously.

XII. Payment of Operating Budget Bills.

Mr. Cross, Finance Chairperson

Mr. Cross made a motion to approve payment of the Operating Budget Bills as accrued and expended as of July 2026 Board Report:

- June Sanitary- $1,061,346.07
- July Sabitary- $896,297.23
- June EFT Sanitary- $284,369.37

- July EFT Sanitary- $166,459.87
- June Stormwater- $528,917.89
- July Stormwater- $146,549.94
- Total for Operating Budget Bills- **$3,083,940.37**

Seconded by Mr. Linskey.
Motion carried unanimously.

XIII. Payment of Capital Budget Bills.

Mr. Cross, Finance Chairperson

Mr. Cross made a motion to approve payment of the Capital Budget Bills as accrued and expended as of July 2026 Board Report:

- June Sanitary- $569,062.66
- July Sanitary- $777,974.65
- June Stormwater- $0
- July Stormwater- $0
- Total for Capital Budget Bills- **$1,347,037.31**

Seconded by Mr. Jacobs.
Motion carried unanimously.

XIV. Payment of Special Project Bills.

Mr. Cross, *Finance Chairperson*

A. Mr. Cross made a motion to approve payment of the Stormwater Special Project Bills, M&T Line of Credit as accrued and expended as of July 2026 Board Report:
   - June-2,200.00
   - July-237,025.60

   Total for Special Project Bills- **$239,225.60**

Seconded by Mr. Blandina.
Motion carried unanimously.

XV. Payment of Cash Refunds.

Mr. Cross, Finance Chairperson

Mr. Cross made a motion to approve payment of the Cash Refunds as requested in the July 2026 Board Report:

- June Sanitary- $3,756.15
- July Sanitary- $12,253.21
- June Stormwater- $0
- July Stormwater- $2,972.68
- Total for Cash Refunds- **$18,982.04**

Seconded by Mr. Belusko.
Motion carried unanimously.

XVI. Payment of Stormwater Municipal Savings.

Mr. Cross, Finance Chairperson

Mr. Cross made a motion to approve payment from the Stormwater Municipal Savings Account to the City of Pittston in the amount of $8,502.63, the Borough of Luzerne in the amount of $7,826.46, the Borough of Laflin in the amount of $34,650.00, The Township of Pittston in the amount of $9,810.00, the Borough of Edwardsville in the amount of $35,539.00 and the Township of Wilkes-Barre in the amount of $53,976.68 for a total of **$150,304.77.**
Seconded by Mr. Morgan.
Motion carried unanimously.

Mr. Guesto asked Mr. Colella if the Municipalities were aware of the new policy regarding the reimbursement.
Mr. Colella informed him of the measures he has taken in order for the municipalities to be aware.

XVII. Old Business

None.

XVIII. New Business

Mr. Cross expressed his gratitude for the WVSA Crew for their assistance on work done last week in Plains Township Force Main Break. He specifically mentioned Bill Buckman and Ralph Bush.

Mr. Reilly thanked Mr. Buckman for keeping him updated throughout that weekend.

Mr. Wall wanted to commend Mr. McDermott for ensuring all employees were ok during the bad air quality.

Mr. Guesto wished everyone a great remainder of the Summer.

XIX. The next meeting of the Board is Tuesday, September 22, 2026 at 5:30 p.m.

XX. Adjourn

Motion made by Mr. Belusko.
Seconded by Mr. Bovani.
Motion carried unanimously.