

MINUTES

Reorganization meeting Greenfield Township Sewer Authority January 30, 2020

Roll Call: Boneczkiewicz, Shifler, Drennan, Graziano, Flynn, Coleman All Present

Motion to dispense with the reading of last meetings minutes by Shifler 2nd Drennan

Motion to open reorganization meeting by Drennan 2nd Graziano all in favor
Meeting turned over to Vice Chairman Drennan

1. Motion to retain Glen Shifler as Chairman by Boneczkiewicz 2nd
Graziano All in favor.

Meeting turned over to Chairman Glen Shifler, by Boneczkiewicz 2nd Graziano
all in favor

2. Motion to retain Co-Chairman Thomas Drennan by Shifler
2nd Graziano all in favor

3. Motion to retain Secretary Melissa Graziano by Drennan
2nd Boneczkiewicz all in favor

4. Motion to have Donald Flynn as Treasurer by Drennan
2nd Boneczkiewicz all in favor

5. Motion to retain Atty Harry Coleman as Solicitor by Boneczkiewicz
2nd Flynn all in favor

6. Motion to retain The Dime Bank as main bank and First National
Community Bank as Financial Institution on a month to month basis by
Shifler 2nd Boneczkiewicz All in favor.

7. Motion to retain William Owens as CPA by Flynn 2nd Shifler All in
favor.

8. Motion to retain Jay Lynch as Sewer Enforcement Officer by
Graziano 2nd Flynn All in favor.

6. Motion to keep meetings on the last Thursday of every month except
November 26, 2020 and December 24, 2020 by Shifler 2nd Graziano All in
favor.

7. Motion to have an assistant Sewer Enforcement Officer Justin Ford
by Boneczkiewicz 2nd Shifler All in Favor

8. Motion to retain Environmental Engineering as Construction
Engineering firm on a month to month basis by Shifler 2nd Drennan All in
favor

9. Motion to have JHFI be primary engineering firm by Shifler 2nd Boneczkiewicz all in favor.

10. Motion to close reorganization and reopen regular meeting by Shifler 2nd Flynn all in favor.

Engineer report on file from Environmental Engineering for the month of January 2020

Motion to accept Environmental Engineering monthly report as given by Drennan 2nd Boneczkiewicz all in favor

JHFI report on file for the month of January 2020

Motion to accept JHFI report as given by Shifler 2nd Flynn all in favor

Motion to accept 2020 Budget as presented by Shifler 2nd Drennan all in favor.

New Business:

1. JHFI is waiting for a construction schedule from Pioneer Construction.
2. A new payment, number 3, [redacted] is on hold until payment 2 has been disbursed from PennVest.
3. Payment number 3 will be in the amount of \$5,153.66.
4. It is high priority that inside and outside of plant be cleaned before construction starts.
5. An estimate has been received for new LED pole lights for the plant.
6. Email billing will be available to customers for the next billing.
7. Legal notice sent to the Scranton Times had the wrong information. Atty Coleman will pay for the correct information being published.
8. Melissa will call PP&L regarding an energy audit and any sort of programs that could possibly help with discounted price for upgrades to LED lighting.

Old Business:

1. All chemicals have been documented and removed from the plant on January 30, 2020 for proper disposal.
2. The UV bulbs will be ordered to have on hand. It is preferred to change them when construction is finished.
3. Atty Coleman is still in contact with The Dime Bank regarding construction line of credit.
4. Copper studies are still being done.

Treasury Report:

1. Motion to accept Treasury report as given by Boneczkiewicz 2nd Graziano all in favor
2. Motion to pay all of January 2020 bills by Shifler 2nd Flynn all in favor.

3. DEP Tax and Accounting letter for December 2019 is on file.

Public:

1. Mr. Snyder asked about possible rates coming down.
A. Not for the current 2020 year.
2. Mr. Warren asked about possibly joining with the township for grants
A. All grants that GTS would be eligible for have been and will continue to be investigated.
3. Mr. Mazza asked what kind of metal roof has been approved. Whether the new roof can be fitted with solar panels.
A. Solar panels in our area would cost more than it would be worth. A wind turbine would be more appropriate.
4. Mr. Mazza asked what Roberlin does with the sludge that is removed.
A. It is taken to Wyoming Valley Sanitation where it is processed.
5. Mr. Warren asked about spreading sludge in fields
A. There are steps that would need to be taken with DEP and all permits that are required.
6. Mr. Snyder asked about paying monthly bills at meetings.
A. That will be started as of this meeting. Next month a list of bills paid will be presented with meeting packet.

Next meeting will be February 27, 2020 @ 7:00 pm

Motion to adjourn by Graziano 2nd Bonczkiewicz all in favor

MG

CC: Shiffler, Bonczkiewicz, Drannan, Coleman, Flynn

MINUTES

Greenfield Township Sewer Authority

January 30, 2020

Roll Call: Boneczkiewicz, Shifler, Drennan, Graziano, Flynn, Coleman All Present

Motion to dispense with the reading of last meetings minutes by Shifler 2nd Drennan

Motion to open reorganization meeting by Drennan 2nd Graziano all in favor

Motion to close reorganization and reopen regular meeting by Shifler
2nd Flynn all in favor.

Engineer report on file from Environmental Engineering for the month of January 2020

Motion to accept Environmental Engineering monthly report as given by Drennan
2nd Boneczkiewicz all in favor

JHA report on file for the month of January 2020

Motion to accept JHA report as given by Shifler 2nd Flynn all in favor

Motion to accept 2020 Budget as presented by Shifler 2nd Drennan all in favor.

New Business:

1. JHA is waiting for a construction schedule from Pioneer Construction.
2. A new payment, number 3, is on hold until payment 2 has been disbursed from PennVest.
3. Payment number 3 will be in the amount of \$5,153.66.
4. It is high priority that inside and outside of plant be cleaned before construction starts.
5. An estimate has been received for new LED pole lights for the plant.
6. Email billing will be available to customers for the next billing.
7. Legal notice sent to the Scranton Times had the wrong information. Atty Coleman will pay for the correct information being published.
8. Melissa will call PP&L regarding an energy audit and any sort of programs that could possibly help with discounted price for upgrades to LED lighting.

Old Business:

1. All chemicals have been documented and removed from the plant on January 30, 2020 for proper disposal.
2. The UV bulbs will be ordered to have on hand. It is preferred to change them when construction is finished.

3. Atty Coleman is still in contact with The Dime Bank regarding construction line of credit.
4. Copper studies are still being done.

Treasury Report:

1. Motion to accept Treasury report as given by Bonczkiewicz 2nd Graziano all in favor
2. Motion to pay all of January 2020 bills by Shifler 2nd Flynn all in favor.
3. NEP Tax and Accounting letter for December 2019 is on file.

Public:

1. Mr. Snyder asked about possible rates coming down.
A. Not for the current 2020 year.
2. Mr. Warren asked about possibly joining with the township for grants
A. All grants that GTSF would be eligible for have been and will continue to be investigated.
3. Mr. Mazza asked what kind of metal roof has been approved. Whether the new roof can be fitted with solar panels.
A. Solar panels in our area would cost more than it would be worth. A wind turbine would be more appropriate.
4. Mr. Mazza asked what Roberlein does with the sludge that is removed.
A. It is taken to Wyoming Valley Sanitation where it is processed.
5. Mr. Warren asked about spreading sludge in fields
A. There are steps that would need to be taken with DEP and all permits that are required.
6. Mr. Snyder asked about paying monthly bills at meetings.
A. That will be started as of this meeting. Next month a list of bills paid will be presented with meeting packet.

Next meeting will be February 27, 2020 @ 7:00 pm

Motion to adjourn by Graziano 2nd Bonczkiewicz all in favor

MG

CC: Shifler, Bonczkiewicz, Drznnan, Coleman, Flynn

MINUTES

Greenfield Township Sewer Authority

February 27, 2020

Roll Call: Shifler, Drennan, Graziano, Flynn, Enginger Travis Long. In for Atty Harry Coleman was Atty Owen Coleman

Excused: Boneczkiewicz, Atty Harry Coleman

Motion to dispense with the reading of last meetings minutes by Shifler 2nd Drennan

Enginger report on file from Environmental Engineering for the month of February 2020

Motion to accept Environmental Engineering monthly report as given by Drennan 2nd Flynn all in favor

JHA report on file for the month of February 2020

Motion to accept JHA report as given by Drennan 2nd Flynn all in favor

New Business

1. Motion to approve draw #3 from Penn Vest loan in the amount of \$22,030.18 for the following payments:

A. Pioneer Construction	\$15,687.00
B. JHA invoice # 26801	\$1,189.52
C. JHA invoice #26559	\$5,153.66

Motion made by Graziano 2nd Flynn All in favor.

2. Resolution 0227-20 Authorizing issuance of individual procurement cards from PGLIT by Graziano 2nd Shifler Roll call, all in favor
3. Motion to accept 2018 audit as presented by Shifler 2nd Flynn all in favor.
4. Motion to have NEP Tax and accounting file quarterly taxes by Drennan 2nd Flynn all in favor.

Old Business

1. Motion to approve Option #2 as presented by Edison Electric in the amount of \$1,999.62 for new parking lot lights and \$1,776.00 for labor by Flynn 2nd Graziano all in favor.
2. Melissa will fill out all necessary paperwork for PP&L rebate for new lighting.

Treasury Report

1. Motion to approve all bills for the month of February as presented by Graziano 2nd Shifler all in favor.
2. Motion to accept treasury report as presented by Graziano 2nd Shifler all in favor.

Public:

1. Mike Mazza would like for the board to have a information meeting with a Solar Energy salesperson. The board will be willing to listen at the next public meeting.
2. Mr. Warren asked why GTSI doesn't go through a local bank for a credit card. Because of GTSI's past, local banks require signatures from board members. None of the board members are willing to have that sort of credit on their credit reports.

Next meeting March 26, 2020 @ 7:00pm

Motion to adjourn by Graziano 2nd Brennan

MG

CC: Shifler, Bonockiewicz, Brennan, Colman, Flynn

MINUTES

Greenfield Township Sewer Authority

April 30, 2020

This meeting was Via Zoom

Roll Call: Shifler, Drennan, Graziano, Flynn, Boneczkiewicz, Atty Harry Coleman
Enginner Travis Long and Edward Gillette

Motion to dispense with the reading of last meetings minutes by Shifler 2nd Boneczkiewicz

Enginner report on file from Environmental Engineering for the month of April 2020

1. Copper study for DEP continues. July will be 1 year, all results will be tabulated and submitted.
2. PA DEP letter has been received, Travis Long of JHA will address.
3. Worked with Atty Coleman on pending litigation.

Motion to accept Environmental Engineering monthly report as given by Drennan 2nd Flynn all in favor

JHA report on file for the month of April 2020

1. Majority of new equipment is on site.
2. Decanter arm in Reactor 2 broke and needed to be repaired.
3. Motion to submit application #3 in the amount of \$83,211.85 for the following payments:
 - a. Pioneer Construction \$79,252.01
 - b. JHA Invoice #27004 \$ 2,879.90
 - c. JHA Invoice #27190 \$ 1,079.94

Motion by Shifler 2nd Graziano All in favor.

- d. Travis has written a reply letter regrading the past DEP violations letter that has been received this past week.

Motion to accept JHA report as given by Drennan 2nd Flynn all in favor

Treasury Report

1. Motion to pay March and April bills as presented by Flynn 2nd Boneczkiewicz all in favor.

Motion to accept treasury report as presented by Boneczkiewicz 2nd Graziano All in favor.

Old Business

1. Motion to accept Resolution 4-01-2020 Applying for a \$300,000.00 Construction line of credit to The Dime Bank by Shifler 2nd Boneczkiewicz. Roll call all in favor.
2. Motion to accept Resolution 4-02-2020 amending Resolution 2-1-2019 sending accounts 90 days past due to collections by Shifler 2nd Graziano. Roll call vote, all in favor.
3. Signs that were not previously picked up at the courthouse upon transferring of property's will be addressed by Atty Coleman.

New Business

1. Atty Colman's office is setting up a cloud account for all GTS documents.
2. A violation letter has been received via email and registered letter. Travis of HFA is addressing.
3. An insurance claim has been made regarding past manager of the plant. It is being reviewed by the insurance company.
4. Atty Coleman will be handling insurance claim and ALB inquiries regarding past employees.
5. Motion to make application for an FNB business credit card in the amount of \$25,000.00 allowing Melissa Graziano and Glen Shifler to make purchases in the amount of \$12,500.00 per card a month. By Boneczkiewicz 2nd Drennan all in favor.

Next meeting May 28, 2020 @ 7:00 pm

Motion to adjourn by Graziano 2nd Boneczkiewicz

MG

CC: Shifler, Boneczkiewicz, Drennan, Coleman, Flynn

MINUTES

Greenfield Township Sewer Authority

May 28, 2020

This meeting was Via Zoom

Roll Call: Shifler, Drennan, Graziano, Flynn, Atty Harry Coleman
Engineer Travis Long and Edward Gillette

Motion to dispense with the reading of last meetings minutes by Shifler 2nd Graziano

Engineer report on file from Environmental Engineering for the month of May 2020

1. Copper study.
2. Ed Gillette visited plant on May 15, 2020 to check on construction.

Motion to accept Environmental Engineering report as presented by Drennan
2nd Graziano. All in favor

Engineer report on file from JHA for the month of May 2020

1. Pioneer has started construction.
2. At route 106 pump station a check valve is not working.
3. Travis Long will get updated quotes and speak with Rebecca Kennedy regarding funds to completely upgrade both pump stations.
4. Repairs were completed within a week to Reactor 2 Decanter arm. Kobzergin had to remove 39,000 gallons of sludge.
5. Application #5 for Penn Vest draw in the amount of \$286,081.02, new amount being \$286,735.02 with Environmental Engineering late submittal.
 - a. Pioneer Construction

Pay application #3	\$277,878.42
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 - b. JHA

Invoice # 27360	\$ 8,202.60
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 - c. Environmental Engineering has submitted Via email from Keith Corson an amount of

\$654.00

Motion to approve Penn Vest draw in the amount of \$286,735.02 by Flynn 2nd Drennan.
All in favor.

Motion to approve JHA Engineering report as presented by Flynn 2nd Graziano

1. Motion to pay May's bills by Flynn 2nd Graziano. Roll call, all in favor.

Motion to accept treasury report as presented by Drennan 2nd Shifler. All in favor.

New Business

1. A couple of safety issues have been found by the electricians doing upgrade work at the plant. In the pump repair room, attic, and fence. We will get a price for fixing the issue from Lieber and Bonham and from Edison Electric.
2. An issue of a damaged tank at a property owned by Nagle has come to light. The tank must be paid for by the customer. A bill will be sent to the customer for a new tank and any time spent at property by GTSF staff.
3. Tanks that are damaged by property owners will be paid for by the property owner. A list of approved contractors that can install will be established by the GTSF board.
4. Leonard Nole would like to have an audible alarm. If he purchases it GTSF will install. Melissa will order one.

Old Business

1. UV bulbs have been received. They will not be installed until Pioneer Construction is finished with the work on post treatment tank. Performance and disinfection will be closely monitored. Replacement is pending.
2. A new credit card has been received.

Next meeting will be June 25, 2020 @ 7:00 pm

Motion to adjourn by Graziano 2nd Shifler

MG

CC: Shifler, Bonoczkiwicz, Drennan, Coleman, Flynn

Minutes

Greenfield Township Sewer Authority

June 25, 2020

The meeting was called to order with a Pledge of Allegiance.

Roll Call: Shifler, Bonczkiewicz, and Drennan present. Flynn and Graziano excused. Also present – Travis Long of JHA Companies and Atty. Harry Coleman.

The minutes of the previous meeting were made available for review and were accepted with a motion by Shifler and seconded by Drennan. The motion carried.

A report from Ed Gillette of Environmental Engineering was read by Shifler and accepted with a motion by Drennan, seconded by Bonczkiewicz. The motion carried and a copy of the report is appended to the minutes.

Travis Long of JHA Companies provided a detailed report noting Pioneer Construction is ahead of schedule on the project at the sewer plant. A discussion on utilizing a metal roof or asphalt shingle roof followed. It was decided to stay with a metal roof with a motion by Shifler, seconded by Bonczkiewicz. The motion carried.

Travis Long also reported on the Penn Vest loan progress. He recommended the Authority Board approve the Penn Vest payment Application No. 5 in the amount of \$223,617.31. Additional details are noted in the JHA Companies report submitted by Travis Long. Motion to approve the payment by Shifler, seconded by Bonczkiewicz. The motion carried.

Long additionally reported the pump station on Rt 106 has developed a high flow. Investigation revealed a ground water leak into the pump station. He also noted the pump stations are beyond their useful life and replacement will be required. DEP has been notified of the issue.

The JHA Companies report was accepted with a motion by Shifler, seconded by Bonczkiewicz. The motion carried and a copy of the report is appended.

A discussion on overdue accounts followed. Shifler reported a current list of overdue accounts will be submitted to the collections company on 7/1/2020. He further reported a delay in getting the account information out was due to the Corona Virus situation adding no collections were allowed until July.

A discussion on the status of all the currently installed grinder pumps followed. It was noted attempts will be made by the Authority employees to record the status and conditions of all grinder pumps currently in use with the intent of replacing the older pumps as funds and time allows.

The need for replacing the small service truck was then discussed. The current truck is broken down and needs immediate replacement. After discussing several types of trucks available a motion was proposed by Shifler to allow Bonczkiewicz to look for and purchase a suitable truck costing under \$10,000.00 with Board approval. Seconded by Drennan the motion carried.

Shifler reported the 2019 audit will be due soon and moved that the audit be started. Seconded by Bonczkiewicz the motion carried.

Atty. Coleman then reported the litigation against Klepadlo is progressing and an agreement between the Authority and Attorneys Coleman and David Saba is needed to clarify the legal fees resulting from the litigation. Atty. Coleman requested Resolution No. 2020-6-1 be approved by the Authority Board. The resolution explains all legal fees to be incurred. Shifler moved the Resolution be accepted. The motion was seconded by Drennan and a voice vote was called with the motion passing unanimously.

Atty. Coleman also noted a new Sewer Ordinance proposal provided by JHA Companies is under review for submission to the township Supervisors for review.

The Treasurer's Report was read by Shifler and accepted with a motion by Drennan, seconded by Bonczkiewicz. The motion carried and a copy of the report is appended.

The meeting was adjourned with a motion by Shifler, seconded by Drennan.

Respectfully Submitted



Thomas Drennan

Acting Secretary

MINUTES

Greenfield Township Sewer Authority

July 30, 2020

Roll Call: Shifler, Drennan, Graziano, Atty Harry Coleman

Excused: Bonczkiewicz, Flynn

Enginner Travis Long and Edward Gillette

Motion to dispense with the reading of last meetings minutes by Shifler 2nd Drennan

Enginner report on file from Environmental Enginnering for the month of July 2020

1. Copper study will be submitted after the plant is up and running with new equipment.

Motion to accept CEMA report as presented by Shifler 2nd Drennan all in favor.

Enginner report on file from JHA Enginnering for the month of July 2020.

1. UV bulbs have not been changed. They will be replaced at the end of construction.
2. Penn Vest payment #6 in the amount of \$295,156.84
Pioneer Construction \$286,448.63
JHA Invoice #27808 \$7,834.71
CEMA Enginnering \$873.50

Motion to approve Penn Vest payment #6 in the amount of \$295,156.84 by Shifler 2nd Drennan all in favor. Roll Call vote, all in favor.

3. DEP and PAFBC made visits to the plant after receiving complaints about odor on July 20, 2020. A makeshift screen was made until the new screening is in place being debris was found downstream of the creek. The odor issue was investigated by GTS and JHA, conclusion was that a reactor was offline because of construction. The plant was therefore running on only one reactor.

Motion to accept JHA report as presented by Shifler 2nd Graziano all in favor.

Old Business

1. Accounts are set and ready to be sent to collection agency. Must have 50 to start.
2. A truck is still needed. Meanwhile, workers should start to keep track of their mileage

New Business

1. Someone has been walking inside the gates of the plant. When told to leave, said person, says "he is a taxpayer", and continues. Workers have been told to call 911 and call a board member.
2. Will investigate security cameras.
3. Edison Electric will be over when construction is completed to install parking lot lights and fix the gate.
4. There was an issue at Newton Lake Beach regarding a stench and "wet area". GTSF maintenance, JH staff and Melissa Graziano board member, was at the area to inspect. Six houses were dye tested to be sure that it was not a lateral of GTSF. It was not a problem that GTSF would be responsible for. Last update Newton Lake Association did not fix the problem.
5. Attorney Coleman filed a petition in the Orphan court regarding Thompson/Crawford property on Willard avenue.
6. Atty Coleman is working on a new Sewer Use Ordinance.
7. There have been 17 new pumps so far this year.

Treasury Report

1. Monthly review from NCP Tax and Accounting was read.
2. Motion to approve bills for the month of July 2020 by Shifler 2nd Drznnan all in favor.

Motion to accept Treasury report as presented by Shifler 2nd Graziano all in favor.

Public:

1. It was suggested by Mr. Mazza to look at a truck in Carbondale and suggested Best Buy for cameras.

Next meeting August 27, 2020 @ 7pm

Motion to adjourn by Shifler 2nd Graziano all in favor

MG

CC: Shifler, Bonoczkiwicz, Drznnan, Coleman, Flynn

MINUTES

Greenfield Township Sewer Authority

August 27, 2020

Roll Call: Shifler, Drennan, Graziano, Flynn, Boneczkiewicz, Owen Coleman
Excused: Atty Harry Coleman, Edward Gillette
Engineer: Travis Long

Motion to dispense with the reading of last meetings minutes by Shifler 2nd Drennan

Engineer report on file from Environmental Engineering for the month of August 2020

1. Copper study will be submitted after the plant is up and running with new equipment.

Motion to accept CEMA report as presented by Shifler 2nd Drennan all in favor.

Engineer report on file from JHA Engineering for the month of August 2020.

1. UV bulbs will be changed within the next month.
2. Penn Vest payment # in the amount of \$187,882.02
Pioneer Construction \$182,700.14 Pay App #6
JHA Invoice #27808 \$5,039.88
CEMA Engineering \$142.00
3. Motion to approve Penn Vest payment # in the amount of \$187,882.02
by Boneczkiewicz 2nd Graziano all in favor. Roll Call vote, all in favor.
4. Subcontractor Grimm Construction has started preparations for new roof.

Motion to accept JHA report as presented by Drennan 2nd Boneczkiewicz

Old Business

1. Still looking for a truck, several dealerships have reached out through Go Star, but they are for new vehicles. There has not been any used that are available.
2. Different options are being investigated for collections.

New Business

1. GTS has been awarded a grant in the amount of \$400,000.00 from DCEP.
2. Melissa will call Penn Vest regarding July's payment.

Treasury Report

1. Monthly review from NCP Tax and Accounting was read.
2. Motion to approve bills for the month of August 2020 by Flynn
2nd Drznnan all in favor.
3. Motion to accept treasury report as given by Graziano 2nd Bonczkiewicz

Next meeting September 24, 2020 @ 7pm

Motion to adjourn by Drznnan 2nd Shifler

MG

CC: Shifler, Bonczkiewicz, Drznnan, Coleman, Flynn

Minutes

Greenfield Township Sewer Authority

September 24, 2020

The meeting was called to order with a Pledge of Allegiance.

Roll Call: Shifler, Bonczkiewicz, and Drennan present. Flynn and Graziano excused. Also, present – Travis Long of JHA Companies, Ed Gillette of Environmental Engineering, and Atty. Harry Coleman.

The minutes of the previous meeting were made available for review and were accepted with a motion by Shifler and seconded by Bonczkiewicz. The motion carried.

Ed Gillette of EMA reported the new screen is in service at the plant and is removing about a five-gallon bucket of solids per day. He further reported the copper study is continuing and should be completed by the first of the year. In closing he noted the plant is performing well. Additionally, he reported the UV lights are still on all the time. This will be corrected to come on only when the plant is discharging. The cost of the change is included in the PennVest loan. A copy of his report is included in the minutes. The report was accepted with a motion by Shifler, seconded by Bonczkiewicz. The motion passed.

Travis Long of JHA Companies reported the construction is nearing completion and no problems are noted except there are no ice guards on the new metal roof. He has requested a price from the contractor to add the guards.

134,994.37

Long then reported that payment of ~~\$140,034.25~~ is due on Application #8. A copy of the reapplication is appended. Long then recommended payment by the board. A motion to pay was moved by Bonczkiewicz and seconded by Shifler. The motion was approved by roll call vote with all Board Members present voting yes.

In closing Long also agreed with Gillette and recommended the UV lighting be corrected to come on as needed. A copy of Long's report is appended. Motion to approve Long's report by Shifler, seconded by Bonczkiewicz, the motion carried.

Old Business

Bonczkiewicz reported he is still looking for a suitable used truck. However, the costs are higher than expected. He noted the Board may have to include a truck in the next proposed budget.

Atty. Coleman reported he mailed collection information to the Executor of an estate in arrears for collection. A discussion from the public followed regarding utilizing the District Justice Court for collections. Atty. Coleman stated such court decisions usually result in a judgment which is also difficult to collect. We will continue our policy of filing liens on delinquent account properties.

Atty. Coleman also noted that a sentencing date of October 14, 2020 has been set for the Klepadlo criminal charges and any continuances or delays are not expected.

The financial report from NEP Tax and Accounting was read by Shifler and reports all accounts have been reviewed and are up to date. A copy of the report is appended to the minutes.

Since the Treasurer was not present, the Treasure's report was read into the record by Shifler. It was noted a page was missing with some financial data. However, the report was accepted with a motion by Shifler and seconded by Bonczkiewicz, the motion carried, and a copy of the report is appended.

A motion to pay bills was moved by Shifler, seconded by Bonczkiewicz, the emotion carried.

Under a question from the public Jim Chrunly raised an issue over a property he owns at 56 Franklin Avenue. He reported the top of the tank is damaged and believes one of the GTSA workers damaged it while working on it. He asked who was responsible for the cost of the repair. A discussion followed about repairing the tank or replacing the entire unit and pump. Suggestions included covering the tank for safety reasons or repairing it with an elevated ring. It was finally decided a new tank would be installed at the customers expense and the Authority would install a new pump at Authority cost.

The meeting was closed by the Chairman.

Respectfully Submitted



Thomas Drennan

Acting Secretary

MINUTES

Greenfield Township Sewer Authority

October 29, 2020

Roll Call: Shifler, Drennan, Graziano, Flynn, Bonezkiewicz, Atty. Harry Coleman
Engineer: Travis Long, Edward Gillette

Motion to dispense with the reading of last meetings minutes by Shifler 2nd Drennan
Mike Mazza wanted the minutes amended, stating that they were incorrect regarding
Atty Coleman's discussion regarding collections. The minutes are correct and DO NOT
need to be amended.

Engineer report on file from Environmental Engineering for the month of October 2020

1. Copper study will be submitted after the plant is up and running with new equipment.
2. UV lighting will be fixed that it will be turned off when not in use, contingency money will have to be approved.

Motion to accept CEM report as presented by Shifler 2nd Drennan all in favor.

Engineer report on file from JH report Engineering for the month of October 2020.

1. Pioneer Construction has a "punch list" that still needs to be completed.
2. Penn Vest payment #9 in the amount of \$13,955.94
JH Invoice #28494 \$5,399.53
CEM Engineering Invoice # 100439 \$775.00
Interest on loan 1-1-2020 thru 10-01-2020 \$3,698.72
Administrative (materials) \$4,082.69
3. Motion to approve Penn Vest payment # in the amount of \$13,955.94
by Bonezkiewicz 2nd Graziano all in favor. Roll Call vote, all in favor.
4. Travis will contact Grimm Construction regarding ice guards for all entrances
of sewer plant building.
5. Contingency money may be able to be used for UV bulb purchase.

Motion to accept JH report as presented by Drennan 2nd Bonezkiewicz

Old Business

1. Nick has found, and bid on a work truck, a 2006 GMC 2500 pickup. GTS was
the high bidder in the amount of \$7,100.00. It can be picked up ASAP from
South Lebanon township.
2. A lien list with 22 names has been presented to Atty Coleman and board
members. Accounts will be reviewed monthly.

3. Motion to approve lien list and lien customers on list by Flynn 2nd Shifler All in favor.

New Business

1. A list of projects that can perhaps be done with contingency money needs to be put together by board members.
2. William Owens is willing to meet with the board regarding a budget.
3. Tony Carito is willing to be on call for any panel box, electrical issues.
4. Bob Non has inquired regarding his parts being returned. They did not work with our system and have been disposed of when construction started. Mr. Non was informed of construction beginning months ago and did not return Chairman Shifler's phone calls.
5. Beginning in January a list will be available on GTS's website with All customers names, balance, and number of EDU's.
6. A Resolution 10-1-2020 to purchase a 2006 GMC service truck and have Nick Bonczkiewicz sign all necessary paperwork for truck by Shifler 2nd Drennan Roll call vote. All in favor.

Treasury Report

1. Monthly review from NCP Tax and Accounting was read.
2. Motion to approve bills for the month of October 2020 by Flynn 2nd Graziano all in favor.
3. Motion to approve 2019 audit draft as presented by Flynn 2nd Graziano All in favor.
4. Motion to accept treasury report as given by Graziano 2nd Bonczkiewicz

Public

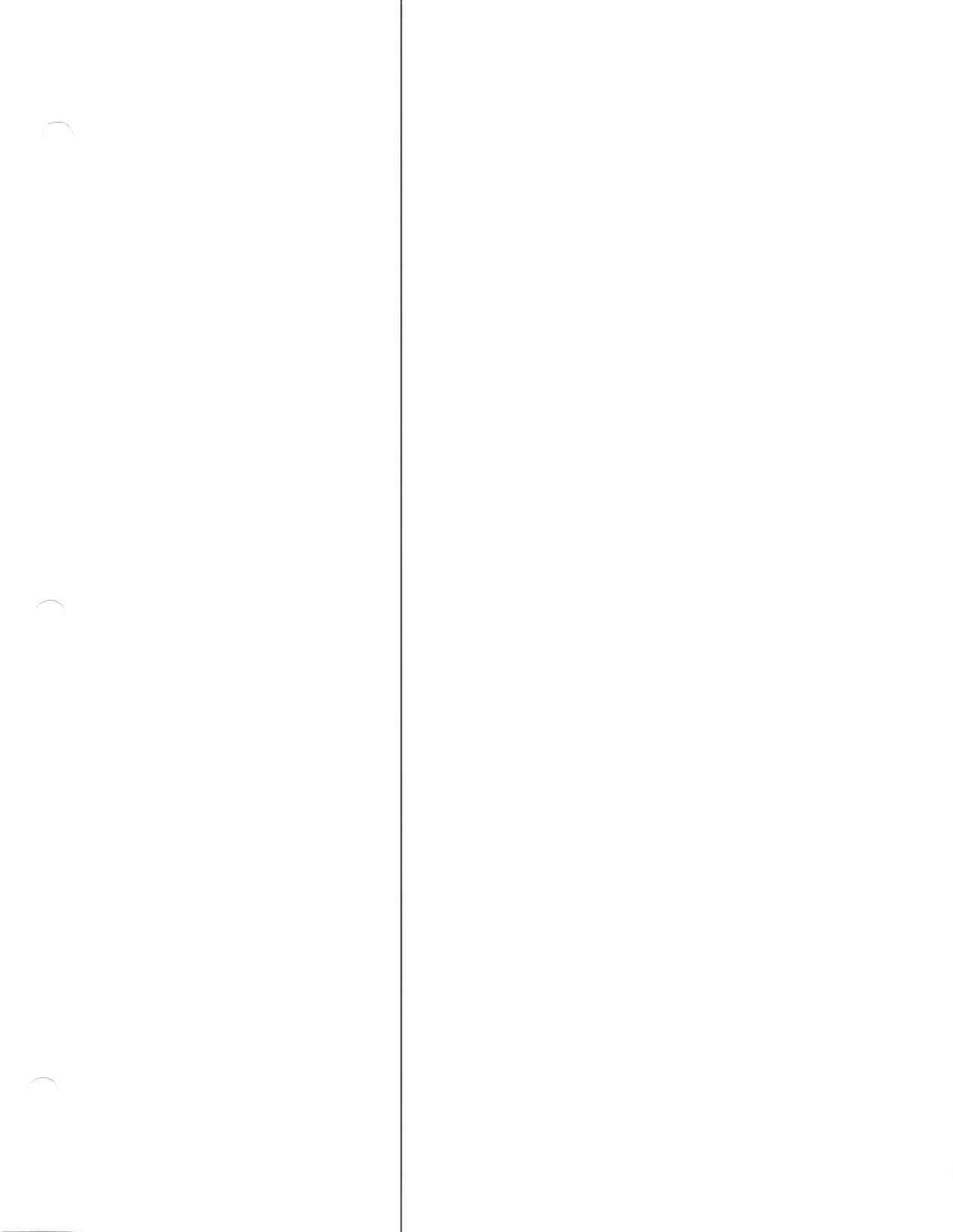
1. Mike Mazza told, did not ask, Engineer Travis Long that ice guards are part of PJ code. Mr. Long assured Mike and the board that ice guards are NOT code and are an add-on.
2. Mr. Mancuso had a complaint about the smell of the plant.

Next meeting November 19, 2020 @ 7pm

Motion to adjourn by Drennan 2nd Graziano

MG

CC: Shifler, Bonczkiewicz, Drennan, Coleman, Flynn



****AMENDED MINUTES****

AS OF NOVEMBER 19, 2020, BY MELISSA GRAZIANO

Greenfield Township Sewer Authority

October 29, 2020

Roll Call: Shifler, Drennan, Graziano, Flynn, Boneczkiewicz, Atty. Harry Coleman
Engineer: Travis Long, Edward Gillette

Motion to dispense with the reading of last meetings minutes by Shifler 2nd Drennan
Mike Mazza wanted the minutes amended, stating that they were incorrect regarding
Atty Coleman's discussion regarding collections. The minutes are correct and DO NOT
need to be amended.

Engineer report on file from Environmental Engineering for the month of October 2020

1. Copper study will be submitted after the plant is up and running with new equipment.
2. UV lighting will be fixed that it will be turned off when not in use, contingency money will have to be approved.

Motion to accept CEMA report as presented by Shifler 2nd Drennan all in favor.

Engineer report on file from JHA Engineering for the month of October 2020.

1. Pioneer Construction has a "punch list" that still needs to be completed.
2. Penn Vest payment #9 in the amount of \$13,955.94

JHA Invoice #28494	\$5,399.53
CEMA Engineering Invoice # 100439	\$775.00
Interest on loan 1-1-2020 thru 10-01-2020	\$3,698.72
Administrative (materials)	\$4,082.69

3. Motion to approve Penn Vest payment # in the amount of \$13,955.94 by Boneczkiewicz 2nd Graziano all in favor. Roll Call vote, all in favor.

4. Travis will contact Grimm Construction regarding ice guards for all entrances of sewer plant building.

5. Contingency money may be able to be used for UV bulb purchase.

Motion to accept JHA report as presented by Drennan 2nd Boneczkiewicz

Old Business

1. Nick has found, and bid on a work truck, a 2006 GMC 2500 pickup. GTSI was the high bidder in the amount of \$7,100.00. It can be picked up ASAP from South Lebanon township.
2. A lien list with 22 names has been presented to Atty Colman and board members. Accounts will be reviewed monthly.
3. Motion to approve lien list and lien customers on list by Flynn 2nd Shifler All in favor.

New Business

1. A list of projects that can perhaps be done with contingency money needs to be put together by board members.
2. William Owens is willing to meet with the board regarding a budget.
3. Tony Carito is willing to be on call for any panel box, electrical issues.
4. Bob Non has inquired regarding his parts being returned. They did not work with our system and have been disposed of when construction started. Mr. Non was informed of construction beginning months ago and did not return Chairman Shifler's phone calls.
5. Beginning in January a list will be available on GTSI website with All customers names, balance, and number of EDU's.
6. A Resolution 10-1-2020 to purchase a 2006 GMC service truck and have Nick Bonezkiewicz sign all necessary paperwork for truck by Shifler 2nd Brennan Roll call vote. All in favor.

Treasury Report

1. Monthly review from NCP Tax and Accounting was read.
2. Motion to approve bills for the month of October 2020 by Flynn 2nd Graziano all in favor.
3. Motion to approve 2019 audit draft as presented by Flynn 2nd Graziano All in favor.
4. Motion to accept treasury report as given by Graziano 2nd Bonezkiewicz

Public

1. Mike Mazza told Engineer Travis Long that ice guards are part of PA code. Mr. Long assured Mike and the board that ice guards are NOT code and are an add-on.
- 2 Mr. Mancuso had a complaint about the smell of the plant.

Page 2 of 2

****Amended part of minutes of October 29, 2020****

1. An executive session was held before the regular meeting.
Began at 6:45 pm ended at 7:00 pm.

Next meeting November 19, 2020 @ 7pm

Motion to adjourn by Drennan 2nd Graziano

MG

CC: Shifler, Bonoezkiewicz, Drennan, Coleman, Flynn

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MINUTES

Greenfield Township Sewer Authority

November 19, 2020

Roll Call: Shifler, Drennan, Graziano, Flynn, Boneczkiewicz

Engineer: Chad Reid from JHA

Excused: Edward Gillette, Travis Long

Motion to dispense with the reading of last meetings minutes by Shifler 2nd Drennan
The minutes from October 29, 2020 will be amended due to an error in not having an Executive session listed in the minutes.

Engineer report on file from Environmental Engineering for the month of November 2020

1. Copper study will be submitted after the plant is up and running with new equipment.
2. Refurbished plant is online and running very well.

Engineer report on file from JHA Engineering for the month of November 2020.

1. Pioneer Construction has a "punch list" that still needs to be completed, upon completion payment will be submitted.
2. Penn Vest payment #10 in the amount of \$18,065.85
JHA Invoice #28712 \$2,596.85
CEMA Engineering Invoice # 100486 \$469.00
Harry Coleman \$15,000.00
3. Motion to approve payment #10 to Penn Vest in the amount of \$18,065.85 by Flynn 2nd Boneczkiewicz Roll call vote, all in favor.
4. There was an odor and foaming complaint to DEP on 11/10/2020. Travis Long and other JHA staff, along with GTS staff inspected the plant and stream on 11/12/2020, they found nothing wrong. Travis Long forwarded pictures and a report to David Golobzek of DEP with an open invitation to come to the plant whenever his schedule will allow.

Motion to approve CEMA and JHA engineering reports by Boneczkiewicz 2nd Shifler

Old Business

1. Melissa contacted DCEP regarding paperwork for grant. Paperwork was emailed to Travis Long of JHA.
2. A truck was purchased in the amount of \$7,739.00 from Lebanon township.
3. Eighteen liens were filed. The fee for those liens is in the amount of 954.00.

New Business

1. JHA started design of pump station replacement with DCEP grant funds.

2. A Motion starting January 2021 a customer list will be posted quarterly on GTSN website with Name, payment amount and balance by Shifler 2nd Graziano
Roll call vote, all in favor.
3. There are 2 new liens that need to be filed for the month of November 2020.
Atty Coleman has been contacted regarding th

Treasury Report

1. Monthly review from NEP Tax and Accounting was read, everything for the October 2020 was in order.
2. Motion to approve November check detail list as of November 19, 2020
by Flynn 2nd Boneczkiewicz
3. Motion to accept Treasury report as given by Graziano 2nd Boneczkiewicz

Next meeting December 17, 2020 @ 7pm

Motion to adjourn by Shifler 2nd Boneczkiewicz

MG

CC: Shifler, Boneczkiewicz, Drannen, Flynn

MINUTES
Greenfield Township Sewer Authority
December 17, 2020

Roll Call: Shifler, Drennan, Graziano, Flynn
Engineer: Travis Long from JHFI
Excused: Edward Gilllettz, Nick Bonczkiewicz

Motion to dispense with the reading of last meetings minutes by Shifler 2nd Flynn.

Engineer report on file from Environmental Engineering for the month of November 2020

1. Copper study will be submitted after the plant is up and running with new equipment.
2. Refurbished plant is online and running very well.

Engineer report on file from JHFI Engineering for the month of December 2020.

1. Pioneer Construction has a "punch list" that still needs to be completed, upon completion payment will be submitted.
2. Penn Vest payment #11 in the amount of \$1,828.38
JHFI Invoice #28924 \$1,828.38
3. Motion to approve payment #10 to Penn Vest in the amount of \$1,828.38 by Flynn 2nd Shifler Roll call vote, all in favor.
4. Waiting to hear back from PennVest regarding change order.
5. DCED payment application #1 in the amount of \$16,595.80
JHFI Invoice #28713 \$2,473.21 x 0.85 = \$2,071.63
JHFI Invoice #28925 \$17,087.26 x 0.85 = \$14,524.17
Total \$16,595.80
6. Motion to approve DCED payment #1 in the amount of \$16,595.80 by Flynn 2nd Shifler.

Motion to approve CEMA and JHFI engineering reports by Drennan 2nd Flynn.

Old Business

1. Starting in January 2021 a list of all customers will be posted on website for viewing.
2. An updated Sewer use Ordinance has been presented to Greenfield Twp Supervisors. Ordinance adoption should be voted on either January or February 2021.

New Business

1. Thomas Drennan has presented the board of GTSFI and Supervisors of Greenfield Township with a resignation letter.

2. Motion to accept resignation letter of Thomas Drennan by Shifler 2nd Flynn all in favor.
3. GTSF resolution 12-1-2020 appreciation for Service of Thomas Drennan by Flynn 2nd Graziano All in favor.

Treasury Report

1. Monthly review from NCP Tax and Accounting was read, November 2020 was in order.
2. Motion to approve December 2020 check detail list and pay all bills as of November 19, 2020 by Flynn 2nd Graziano.
3. Motion to accept Treasury report as presented by Graziano 2nd Shifler.

Public:

1. Mike Mazza questioned the price of an "Empty lot."
A. Yearly an empty lot is \$350.00.

Next meeting January 28, 2021 @ 7pm
Regular and Reorganization

Motion to adjourn by Shifler 2nd Graziano.

MG

CC: Shifler, Bonoczkiwicz, Flynn