

**DURYEA BOROUGH SEWER AUTHORITY**  
**MONTHLY MEETING**  
(also via Zoom)

SEPTEMBER 3, 2024

START TIME \_\_\_\_\_

PLEDGE LED BY \_\_\_\_\_

ATTENDANCE ROLL CALL TAKEN BY CHAIRMAN:

DIANE PLISGA \_\_\_\_\_ DR. ORLOSKI \_\_\_\_\_ KEITH MOSS \_\_\_\_\_ JAMES KROPTAVICH \_\_\_\_\_ and WILLARD YATES \_\_\_\_\_

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MOTION TO: DISPENSE WITH THE READING OF AUGUST'S MONTHLY MINUTES.

MOTION TO ACCEPT \_\_\_\_\_ SECONDED BY \_\_\_\_\_ ROLL CALL \_\_\_\_\_

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MOTION TO: READ AUGUST'S TREASURER'S REPORT.

MOTION TO ACCEPT \_\_\_\_\_ SECONDED BY \_\_\_\_\_ ROLL CALL \_\_\_\_\_

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MOTION TO: READ AUGUST'S MONTHLY BILLS/PAYMENTS TO BE RATIFIED (SEE ATTACHED LIST)

MOTION TO ACCEPT BY \_\_\_\_\_ SECONDED BY \_\_\_\_\_ ROLL CALL \_\_\_\_\_

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MOTION TO DISPENSE WITH THE READING OF AUGUST'S CORRESPONDENCE AND MOTION TO ACCEPT ANY AUGUST'S CORRESPONDENCE AS WELL AS ANY ACTION TAKEN WHERE NECESSARY:

MOTION TO ACCEPT \_\_\_\_\_ SECONDED BY \_\_\_\_\_ ROLL CALL \_\_\_\_\_

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**OLD BUSINESS:**

- DBSA needs to continue discussion regarding the need for easements and/or notification to property owners when DBSA has a manhole on their property. There are several of these properties located on Foote Avenue due to a sewer line running behind the car wash on Foote Avenue. We have currently created a NOTICE to these residents who do not have easements on their properties in which DBSA will seek approval to come onto their properties by signing the NOTICE. Our Solicitor has indicated he will work on possible easements for properties, and whether or not there currently is an easement on the surrounding Nowikowski property.
  - DBSA needs to have a drawing indicating our sewer lines, laterals, etc. for the development off of Brown Street in Duryea. Once Brent completes his current Grant issues, he will be responsible for these drawings.
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- DBSA needs to have a meeting with our engineer to discuss an increase in commercial billing rates.

There was a sewer line break at New and Stephenson Streets at the end of February which was caused by PA American Water. An invoice was submitted to PA American Water for reimbursement for repairs in April.

- We would like to discuss the deletion of the two hose companies accounts (Excelsor and Germania) from our billings - offering them no charge for the future Hose Company buildings for account #0509 430 Foote Avenue and account #0586 798 Foote Avenue.

MOTION TO ACCEPT BY: DIANE PLISGA, MOTION SECONDED BY: DR. ORLOSKI. MOTION CARRIED. DBSA is waiting on Greg for this resolution.

#### NEW BUSINESS:

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- There were no new sewer permits issued during August of 2024. Please see the attached list in each board members folder.
  - We have approached Computer Visionaries to purchase a second computer for \$1,300.00 so that we can increase our computer work for two users. Inventive Software Systems has quoted us a price of \$2,500.00 for a second license giving us the ability to use the two computers simultaneously, increasing our ability to work more efficiently.
  - DBSA's two CDs with Peoples Bank expire as follows: 12 month \$300,000 CD expiring in September of 2024 and 9 month \$300,000 CD expiring in December of 2024. The interest rate on both of these CDs is currently 4.75% but will decrease to 4  $\frac{1}{4}$ % with a maximum term of 9 month duration for each of these CDs. We would like to discuss renewing/extending both of these CDs and open the floor to discussion at this time:
  - DBSA will be leaving the Commercial account of Berstan Warehouse, account #0842 as a Commercial account with a minimum fee of \$25.00 each quarter, resulting in \$100.00 per year.
  - The advertisement for bidding the Clark Road project has been sent to the Times Leader and Citizens Voice. The ads should appear in the newspapers this week. There will be a Pre-Bid meeting scheduled at Clark Road on Thursday, September 12, 2024 and the bids for this project will be opened at the Duryea Borough Building on Wednesday, September 25, 2024 at 11 AM.
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OUR NEXT SCHEDULED MEETING WILL BE HELD ON OCTOBER 1, 2024 (Tuesday) at 6:00 PM AT THE DURYEA BOROUGH BUILDING.

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MOTION TO ADJORN \_\_\_\_\_ SECONDED BY \_\_\_\_\_ ROLL CALL \_\_\_\_\_

End Time: \_\_\_\_\_