

DURYEY BOROUGH SEWER AUTHORITY
MONTHLY MEETING
(also via Zoom)

OCTOBER 1, 2024

START TIME _____

PLEDGE LED BY _____

ATTENDANCE ROLL CALL TAKEN BY CHAIRMAN:

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

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

MOTION TO ACCEPT _____ SECONDED BY _____ ROLL CALL _____

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

MOTION TO ACCEPT _____ SECONDED BY _____ ROLL CALL _____

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

MOTION TO ACCEPT BY _____ SECONDED BY _____ ROLL CALL _____

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

MOTION TO ACCEPT _____ SECONDED BY _____ ROLL CALL _____

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.
- DBSA needs to have a meeting with our engineer to discuss an increase in commercial billing rates.
- Bidding the Clark Road project has been advertised in the Times Leader and Citizens Voice. The ads appeared in both newspapers. There was a Pre-Bid meeting at 1 PM on Thursday, September 12, 2024 at Duryea Borough Building followed by those present visiting the Clark Road project site. The bids for this project were opened

at the Duryea Borough Building on Wednesday, September 25, 2024 at 11 AM. Attached is the list of bidders on the project noting the lowest bidder. The floor is open for any discussion on the project details

- We discussed the deletion of the two hose companies accounts (Excelsior 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. We have previously discussed these two hose companies' accounts being deleted and are listed on the resolution dated October 1, 2024 created by our solicitor, Greg Skibitsky and included in each of your folders.
- MOTION TO ACCEPT _____ SECONDED BY _____ ROLL CALL _____

NEW BUSINESS:

- There were no new sewer permits issued during SEPTEMBER of 2024. Please see the attached list in each board members folder.
- We have received the Computer Visionaries second computer for \$1,380.00 to increase our computer productivity to 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 have been renewed to expire as follows: both CDs now expire on March 12, 2025 with a 6 month term on each CD and a new interest rate of 4.65% on each CD. Interest exceeding the two \$300,000 CD amounts will be deposited into the DBSA Savings account in October.
- DBSA would like to line 200' of pipe on Constitution Avenue for a cost of \$18,000.00.
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- Bidding the Clark Road project has been advertised in the Times Leader and Citizens Voice. The ads appeared in both newspapers. There was a Pre-Bid meeting on Thursday, September 12, 2024 at Duryea Borough Building followed by those present visiting the Clark Road project site. The bids for this project were opened at the Duryea Borough Building on Wednesday, September 25, 2024 at 11 AM. Attached is the list of bidders on the project noting the lowest bidder. The floor is open for any discussion on the project details:

DBSA would like to award the Clark Road project to the lowest bidder - Ed Krasavage Construction.

MOTION TO ACCEPT _____ SECONDED BY _____ ROLL CALL _____

- DBSA has created a form "VACANT - CREDIT VERIFICATION" to be used by our office for customers to complete regarding vacant property data and/or credit information for the property owner. We would like to begin using this form for any properties fitting this criteria as we currently do not have such a form.
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**OUR NEXT SCHEDULED MEETING WILL BE HELD ON NOVEMBER 12, 2024 (Tuesday) at 6:00 PM
AT THE DURYEA BOROUGH BUILDING.**

MOTION TO ADJORN _____ SECONDED BY _____ ROLL CALL _____

End Time: _____