

October 16, 2018

On the above date at 1:00 P.M., the Luzerne County Flood Protection Authority Board re-convened their September 18, 2018 meeting at the Luzerne County Flood Protection Authority Administrative Offices, 300 Laird Street Suite A-1 Wilkes-Barre with the following present: Kevin O'Brien, John Maday, William Falls, and Dominic Yannuzzi. It was noted that Mr. Adams was absent. Also, in attendance were, Christopher Belleman, Executive Director, Christopher Cullen, Solicitor for the Board, Amy Grevera, Accountant, and Theresa Licata, Recording Secretary. It was noted that all meetings are electronically recorded.

Mr. O'Brien requested a motion to re-convene the September 18, 2018 meeting. Mr. Maday made the motion to re-convene the meeting and Mr. Yannuzzi seconded it. Mr. O'Brien then entertained a motion to adjourn the September 18, 2018 meeting. Mr. Maday made the motion and Mr. Yannuzzi seconded it. The above was approved by a vote of 4-0. **"AYES" – O'BRIEN, MADAY, FALLS, YANNUZZI.**

Mr. O'Brien then called to order the October 16, 2018 meeting. Mr. O'Brien opened the meeting with the pledge of allegiance and asked for a moment of silence.

Before public input, Mr. O'Brien addressed the concerns of Dr. Gere Reisinger who attended last months' meeting regarding the lands along the levee system in the overflow channels, that has extreme vegetation overgrowth. Mr. O'Brien did some research and spoke with the Authority's consultant, Mr. Jim Brozena who was the Executive Director prior to Mr. Belleman. Mr. O'Brien said that Mr. Brozena sent an e-mail to all the Board members addressing Mr. Reisinger's concern. Mr. O'Brien said that e-mail is available to the press. Mr. O'Brien mentioned that there is documented information pertaining to the Archeological digs that were performed prior to the raising of the levees in the 1990's. Mr. O'Brien said all the reports done by the Army Corps of Engineers are also available for anyone who would like to review them.

PUBLIC INPUT

Next order of business is public input. Mr. O'Brien asked if there was any public input.

No Public input.

October 16, 2018

REGULAR MEETING

Mr. O'Brien requested a motion to ratify the minutes of the September 18, 2018 meeting. Mr. Maday made the motion and Mr. Yannuzzi seconded it. On the question, Mr. Yannuzzi would like the minutes to reflect the addition of the word "much" in Item "C" to read; "Mr. Adams mentioned about the Authority carrying so (much) money in a non-interest bearing account. Ms. Grevera responded and explained the process and that all the accounts are interest bearing.

The above was approved by a vote of 4-0. **"AYES" – O'BRIEN, MADAY, FALLS, YANNUZZI.**

Next order of business: Bills and Communications

Mr. O'Brien requested a motion to ratify and confirm the payment of the following vouchers:

- Luzerne Bank Vouchers from September 18, 2018 thru October 15, 2018. (See Attached)
- PNC Bank - Operations Fund Vouchers from September 18, 2018 thru October 15, 2018. (See attached).

Mr. Yannuzzi made the motion and Mr. Maday seconded it to approve payment of the vouchers. The above was approved by a vote of 4-0. **"AYES" – O'BRIEN, MADAY, FALLS, YANNUZZI.**

Bank Balances as of September 30, 2018. Mr. O'Brien requested a motion to submit the report of the Treasurer into the record as stated.

Unrestricted Operations Fund (Levee Fee)

Luzerne Bank	\$1,828,546.25
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Restricted Capital Expenditure Fund

Luzerne Bank	\$533,330.37
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October 16, 2018

Restricted Levee Raising Fund

Luzerne Bank	\$3,524,299.37
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US Bank

Federal Escrow Fund	\$159,145.62
Commonwealth Escrow Fund	\$753,210.70

Mr. O'Brien mentioned to the Board that included in their packets was the interest earnings report as of September 2018 and year to date report.

Mr. Maday made the motion to accept the Treasurer's Report into the record and Mr. Falls seconded it. The above was approved by a vote of 4-0.
"AYES" – O'BRIEN, MADAY, FALLS, YANNUZZI.

****Mr. O'Brien mentioned for the record that the Board met in Executive Session prior to the regular meeting to discuss personnel and administrative matters.***

Mr. O'Brien complemented and thanked Mr. Yannuzzi, Ms. Grevera and Mr. Belleman for the work they did on the bank accounts.

Mr. Belleman presented the following new business.

- A. Presentation by Portnoff Law Associates on Delinquent Levee Fee Collections. Jason Leininger and David Dugan of Portnoff Law Associates made the presentation explaining the procedure regarding the delinquent collections.
- B. Presentation by A&E Group on the schematic design of the Delaney Street storage facility. Mr. O'Brien suggested that Mr. Belleman and Mr. Yannuzzi get together to make recommendations on the schematic design phase. Mr. O'Brien also mentioned that he would like to secure grants to fund the project.
- C. 2018 Levee Fee Collections. Mr. Belleman informed the Board that \$1,592,534.13 has been collected so far which is approximately 85.3% of the total. Mr. Belleman said he hopes to

October 16, 2018

collect about 92% by the end of the year. Mr. Yannuzzi asked if any notices will be sent out before it is turned over to Portnoff Law. Mr. Belleman responded that notices had been sent out in August. Mr. Yannuzzi commented that he is pleased to see that rate payors are able to research Northeast Revenue's web site to see if their fee has been paid or if they have any unpaid levee fees.

- D. Request permission for Laura Holbrook to attend a grant writing workshop at the Manor at York, Jamison, PA on Thursday, October 25, 2018. Cost of the workshop is \$99.00. Mr. Maday made the motion and Mr. Falls seconded it. On the question, Mr. Yannuzzi mentioned that the Luzerne County LSA Grant applications are due at the end of the year and said he feels now would be a good time to talk about what projects the Authority thinks would be good to go after grants for. Mr. Yannuzzi suggested the Authority goes through the Redevelopment Authority or a municipality to be a sponsor. The above was approved by a vote of 4-0. **"AYES" – O'BRIEN, MADAY, FALLS, YANNUZZI.**
- E. Discussion on Energy Services. Mr. Yannuzzi did some research on what the Authority is paying for utilities. Mr. Yannuzzi said he thinks it would be a good idea for the Authority to put together an FRP for the Board and solicitor to review for "Transmission and Generation" costs. Mr. Yannuzzi made the motion and Mr. Falls seconded it. The above was approved by a vote of 4-0. **"AYES" – O'BRIEN, MADAY, FALLS, YANNUZZI.**
- Mr. O'brien asked if Mr. Yannuzzi will be doing the RFP, Mr. Yannuzzi said he will. Mr. O'Brien said that Borton Lawson Engineering has an energy consultant, Mr. Belleman said they do. Mr. Belleman said that he would recommend that Borton Lawson's energy consultant write the RFP and make a recommendation to the Board. Mr. Yannuzzi said he has a list of all the items that should be in the RFP and he would gladly give it to the consultant to review and elaborate on it.

Mr. O'Brien had a few items off agenda. He mentioned to Mr. Belleman that a few months ago he mentioned about getting prices on leased purchases from Medico and the state on a new backhoe and brush cutter. Mr. Belleman said he just received a quote from Peter Bacumpas for the brush cutter from Alamo. Mr. O'Brien asked if it is the lease purchase price. Mr. Bacumpas said they did not give him a lease purchase price, they gave him Co-Star pricing. Mr.

October 16, 2018

Bacumpas said the price of a brush cutter using our tractors would be about \$26,000.00.

Mr. O'Brien said he wants to look into lease/purchase pricing so that when Ms. Grevera and Mr. Belleman sit down to do the 2019 budget, and look at numbers; is it feasible. Mr. O'Brien also said he asked to get pricing on a response vehicle which Mr. Bacumpas said is about \$36,000.00. Mr. O'Brien told Mr. Bacumpas to put together a "wish list" for budget purposes. Ms. Holbrook said that Mr. Sorber, herself and Mr. Bacumpas have been obtaining prices for vehicles. Ms. Holbrook said that the line item in the budget for this year for equipment hasn't been spent yet. Ms. Holbrook said there is money in the budget this year to purchase the brush cutter. Mr. O'Brien said to have a proposal ready for the November meeting. Mr. Yannuzzi said he sees that \$0 has been spent this year in that line item. Mr. O'Brien also mentioned that the guys are requesting a lift gate for the trucks. Mr. Bacumpas said that with the quotes they obtained for the Pickup Truck w/cap and boom mower, from the \$75,000.00 in the line item there would still be about \$16,000.00 that can be utilized for the lift gate. Mr. Sorber said that vendors are taking orders now for 2019 vehicles and if we don't order it now we will not be able to get one until next year. Ms. Grevera asked if she could comment/suggestion. Ms. Grevera said that the Board knows that is the priority, there is \$75,000.00 sitting in the line item, but you have to look at the agency as a total to say there is \$75,000.00 there. Ms. Grevera said that from the three items that were mentioned what is the highest priority? Ms. Grevera said all three items can't be fulfilled. Mr. O'Brien said that just because the line item says there is \$75,000.00 doesn't actually mean that amount is there. Mr. O'Brien asked Mr. Bacumpas what the priority is. Mr. Yannuzzi made the motion to purchase the pick up truck that the quotes were received on to full fill the needs of an emergency response vehicle at a price range of \$33,764.00 to \$37,277.00, Mr. Falls seconded it. The above was approved by a vote of 4-0. **AYES" – O'BRIEN, MADAY, FALLS, YANNUZZI.**

Mr. O'Brien reminded Mr. Belleman again for budgetary purposes, he wants him to get the lease/purchase agreement on the backhoe.

Next Mr. O'Brien spoke on salary increases for non-union employees for. Mr. O'Brien said a 2.5% increase be given for the years 2019, 2020, 2021, 2022. Mr. O'Brien said this is in line with the current CBA that was passed this year for union employees. Mr. O'Brien explained this increase does not apply to the Deputy Director for the year 2019 since he was just hired in September and there is an incentive for the Deputy Director to obtain his P.E. in 2019 and he will be given a \$1,500.00 increase. Mr. O'Brien said that any employee hired after July 1st is not entitled to the next years increase. Mr. O'Brien requested a motion to approve annual raises for the years 2019 through 2022 of 2.5% per year for all

October 16, 2018

non-union employees on the payroll as of July 1 of the previous year. Mr. O'Brien made the motion and Mr. Yannuzzi seconded it. Mr. Yannuzzi asked Ms. Grevera if these raises are projected in the five year plan. Ms. Grevera said they are. The above was approved by a vote of 4-0. **AYES" – O'BRIEN, MADAY, FALLS, YANNUZZI.**

Mr. O'Brien thanked Mr. Maday for coordinating the tribute the Authority held in honor of Dr. Ayers. Mr. Maday responded it was an honor and a pleasure.

Mr. O'Brien asked if anyone had anything else for the good of the order.

Solicitor Cullen spoke on the status of the Delaney Street facility. He said the solicitor of Hanover Twp. was provided with the meets and bounds descriptions for two plots of lands around the building hoping the issue can be resolved.

Mr. O'Brien announced the next meeting will be held on November 20, 2018, at 1:00 p.m. at the Authority's Administrative Offices located at 300 Laird Street Suite A-1 Plains Twp.

The next Mitigation Advisory Board meeting TBD.

Mr. O'Brien recessed the October 16, 2018 meeting at the call of the Chair.

Meeting recessed at 2:30 p.m.

RECESS

Respectfully submitted,

THERESA M. LICATA,
Recording Secretary