

The July 2, 2018 Special Meeting of the Greater Hazleton Joint Sewer Authority was called to order by Chairman Sherrock at 6:30 PM. All in attendance gave a pledge of allegiance.

Roll Call:

Ammon – Present	Boyarski – Absent	Cuozzo – Present
Fayock – Present	George – Present	Grink – Present
Milot – Present	Sherrock – Present	Zola – Present

Also in Attendance:

Andrew Nowak – Field Operations Manager	Attorney Joseph D. Ustynoski – Solicitor
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PUBLIC COMMENT

There was no public comment.

Hiring Committee Report

Board Member Grink read a Summary of Hiring for the Plant Operator position. He noted that the position was advertised in the local newspaper for three days in May 2018 with minimal response. He said the committee met on May 31, 2018 and instructed Authority Management to expand the advertisement to include additional days in the local newspaper as well as advertisement on the internet and Pennsylvania Water Environment Association (PWEA) Job Bank. He said the applications were then reviewed and five people were selected to be interviewed. He said on June 21, 2018 interviews were conducted by the committee and the following two candidates are being recommended by the committee to be hired as Plant Operators: Shane A. Boyer and Francis M. Katchur.

Board Member Cuozzo asked if both candidates had their wastewater license. Board Member Zola responded that Katchur has a valid wastewater license, but Boyer does not. He said Boyer has a Bachelor of Science Degree in Environmental Science. He noted that the first round of applicants was not enough so the committee asked the Operations Manager to expand the advertisement. Board Member Ammon asked if Career Link was used. Board Member Grink responded that the position was advertised on the PWEA Job Bank and the website “Indeed”. Board Member Zola stated that the committee interviewed the best candidates available noting that Katchur has a lot of wastewater experience and Boyer has the educational background and seems to be bright and intelligent enough to pass the state wastewater exam. Board Member Cuozzo asked if Boyer would be willing to relocate from his current residence in Milford, PA. Board Member Zola responded that he was asked that question during the interview and he stated that he would relocate to a closer location. Vice-Chairman George asked the committee members for their recommendation. Board Member Grink responded that the committee recommends hiring both candidates for Plant Operator positions. Board Member Cuozzo asked if it was in the budget to hire two operators. Board Member Grink responded that the money is in the budget.

George & Zola moved to hire Francis Katchur for the position of Plant Operator, conditioned upon his passing a physical examination and drug screening, at an hourly rate of \$20.80, which is 80% of the current Certified Plant Operator rate with a start date determined by Authority Management. As stated in the Union Contract, a Plant Operator is a certified position and requires Mr. Katchur to pass the PA State certification exam for a Class “A” Wastewater Operator within twenty four (24) months from the date of hire. Upon passing the State Examination, the rate of pay will increase to the Certified Plant Operator rate, which is currently \$26.00 per hour.

Roll Call: Ammon-no, Boyarski-absent, Cuozzo-yes, Fayock-yes, George-yes, Grink-yes, Milot-yes, Sherrock-yes, Zola-yes

George & Zola moved to hire Shane A. Boyer for the position of Plant Operator, conditioned upon his passing a physical examination and drug screening, at an hourly rate of \$20.80, which is 80% of the current Certified Plant Operator rate with a start date determined by Authority Management. As stated in the Union Contract, a Plant Operator is a certified position and requires Mr. Boyer to pass the PA State certification exam for a Class "A" Wastewater Operator within twenty four (24) months from the date of hire. Upon passing the State Examination, the rate of pay will increase to the Certified Plant Operator rate, which is currently \$26.00 per hour. On the Question: Board Member Fayock asked how Shane Boyer knew the rate of pay on his application was \$20.80 per hour. Board Member Zola responded that he may have called and asked the wage when completing his application. Attorney Ustynoski stated that it is public information. Board Member Cuozzo asked if he had a wastewater license. Board Member Zola responded that he does not have a license, but was working on a water treatment course at the time he was interviewed.

Roll Call: Ammon-no, Boyarski-absent, Cuozzo-yes, Fayock-yes, George-yes, Grink-yes, Milot-yes, Sherrock-yes, Zola-yes

NEW BUSINESS

Chairman Sherrock asked Board Member Zola to elaborate on the punch-in system for the remote pump stations. Board Member Zola stated that the checking of remote pump stations is performed daily by Authority employees, even on the weekends. He said in the past, these checks may not have always been done and there could be consequences with DEP if something were to occur at a pump station. He said that he would like to see implementation of proof that these daily checks are being performed by employees. He said that he asked the Operations Manager to look into a system that would provide proof to DEP and other regulators that these checks are being done. He said the system called ProxiGuard was discussed at the June meeting and it has a purchase price of \$1,595.00 for a complete package instead of hand punch clocks at each station, which were much more costly.

Zola & Milot moved to purchase the ProxiGuard 2018 guard tour system for all six (6) remote pump stations at a cost of \$1,595.00 for a complete package.

On the Question: Board Member Ammon asked if that is the complete cost. Andy Nowak responded that he believes it is the complete cost, but he is not 100% positive. Board Member Ammon asked why the employees were being paid overtime for these weekend checks. Board Member Cuozzo responded that it is in the union contract.

Ammon & Cuozzo moved to table the purchase of ProxiGuard 2018 until the next regular meeting when the total cost of the system reported.

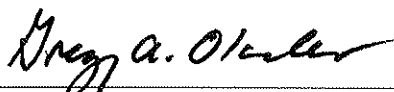
Roll Call: Ammon-yes, Boyarski-absent, Cuozzo-yes, Fayock-yes, George-yes, Grink-yes, Milot-yes, Sherrock-yes, Zola-yes

Grink & Milot moved to adjourn. Passed: Aye-8, Nay-0, Absent-1

The meeting was adjourned at 6:58 PM

Respectfully submitted,

Greater Hazleton Joint Sewer Authority



Gregory Olander, Assistant Secretary