



# GREATER HAZLETON JOINT SEWER AUTHORITY

OFFICE LOCATION - VALMONT INDUSTRIAL PARK  
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**November 20, 2023**

Dear Board Member:

The following is the agenda for the November 20, 2023 regular monthly meeting at 6:30 p.m.

- 1) Pledge of Allegiance
- 2) Roll Call and Opportunity for Public Input at this time
- 3) Approval of the minutes of the October 11, 2023 Special Meeting (copy attached)
- 4) Approval of the minutes of the October 23, 2023 Regular Meeting (copy attached)
- 5) Presentation of Audited Financial Statements Fiscal Year 2023 – John Nonnemacher, CPA & Michael Gaizick, CPA
  - Motion to accept the Fiscal Year Ended July 31, 2023 Audited Financial Statements as presented by John Nonnemacher, CPA and Michael Gaizick, CPA of Snyder & Clemente
- 6) Pension Committee Report
- 7) Directors' Report – copy attached
- 8) Engineer's Report – copy attached
- 9) Solicitor's Report

**BILLS AND CREDITS**

10) Motion to approve payment of Gannett Fleming, Inc. invoices and requisitions through November 3, 2023 totaling \$14,304.79 as listed in the following table:

	<b><u>Project.Term*Invoice</u></b>	<b><u>Project Description</u></b>	<b><u>Amount</u></b>
Operating Fund	051153.A*28856	Annual Service Work	\$ 5,311.69
Operating Fund	051153.B*28858	Attending Authority Meetings	\$ 567.30
Operating Fund	051153.CO*28862	Incinerator Installation Project	\$ 1,241.81
Operating Fund	051153.40*28861	Locust St CSO GIS Collection	\$ 1,843.73
Operating Fund	051153.42*28857	2023-2024 Air Compliance	\$ 3,141.21
Operating Fund	051153.44*28859	Locust St CSO - PENNVEST	\$ 2,199.05
		<b>Total</b>	<b>\$ 14,304.79</b>

- 11) Motion to approve payment of RJD Engineering, Inc. invoices from October 2023 totaling \$10,857.00 as listed in the following table:

	<u>Invoice Date</u>	<u>Project Description</u>	<u>Amount</u>
Operating Fund	10/31/2023	Area 2/3 - Locust St CSO	\$ 7,581.00
Operating Fund	10/31/2023	Area 10 (Phase 2)	\$ 2,331.00
Operating Fund	10/31/2023	Collection System Engineering	\$ 945.00
		<b>Total</b>	<b>\$10,857.00</b>

- 12) Motion to authorize payment from the Operating Fund for Operating and Administrative Expenses (\$778,114.81); Construction in Progress (\$45,022.94); Equipment/Office Equipment (\$21,247.00); Debt Service Series 2018 Bond – BB&T (\$18,362.29); Debt Service PENNVEST Loan #27906 (\$11,152.44) from the month of October 2023 (copy attached).
- 13) Motion to approve issued credits report totaling \$1,409.34 from the month of October 2023 (copy attached).

OLD BUSINESS

None

NEW BUSINESS

- 14) Motion to purchase a NEC SV9100 VoIP Telephone system and devices through the PEPPM State Contract #524104 as itemized in the proposal dated November 15, 2023 from Guyette Communication Industries, Inc. for the price of \$15,625.97, which includes new hardware, installation, programming, setup, and end-user training.
- 15) Motion to authorize and agreement with KnowBe4 USA for three (3) years of cybersecurity awareness training and use of their simulated phishing platform to test and train GHJSA employees with PC access for a total cost of \$2,470.50.

Respectfully Submitted,



Gregory Olander, Assistant Secretary, GHJSA