



**DALLAS AREA  
MUNICIPAL AUTHORITY**  
101 MEMORIAL HIGHWAY  
SHAVERTOWN, PA 18708-9603

PHONE:(570) 696-1133  
FAX:(570) 696-2363  
WEB: [www.Damaonline.org](http://www.Damaonline.org)  
E-MAIL: [office@damaonline.org](mailto:office@damaonline.org)

**MINUTES  
DALLAS AREA MUNICIPAL AUTHORITY  
March 12, 2020**

**The Regular Board meeting of the Dallas Area Municipal Authority was held at 7:00 P.M. on March 12, 2020 at the DAMA Administration Building.**

**Board Members present: John Oliver, Tim Carroll, Ryan Doughton, Brent Snowdon, Jeff Barrett, and James Reino.**

**Other Officials present: Tom Keiper, Ed Hann, Ryan Longfoot, Tom Mayka, Susan Lee, Brent Berger of Quad Three Group, and Representative Solicitor Chris Crawford for Attorney Benjamin R. Jones, III.**

**Mr. Oliver opened the meeting with a roll call. There were no Public Comments.**

**On a motion by Mr. Carroll, seconded by Mr. Doughton and approved with all in favor of the February 13, 2020 Regular Meeting minutes were approved as submitted.**

**Treasurer's Report**

**Mr. Snowdon submitted the wastewater division invoices totaling \$220,061.03 for approval. Following a brief discussion about the wastewater division check registers, a motion was made by Mr. Snowdon, seconded by Mr. Barrett, and passed on a unanimous roll call vote to pay the wastewater division invoices.**

**Mr. Snowdon submitted the solid waste division invoices totaling \$50,165.55 for approval. Following a brief discussion about the solid waste division check registers, a motion was made by Mr. Snowdon, seconded by Mr. Doughton, and passed on a unanimous roll call vote to pay the solid waste division invoices.**

**Mr. Snowdon submitted the stormwater division invoices totaling \$37,236.45 for approval. A motion was made by Mr. Snowdon, seconded by Mr. Doughton, and passed on a unanimous roll call vote to pay the stormwater division invoices.**

**Mr. Snowdon discussed the split expense sheet, bank account balance and the profit/loss budget versus actual statements. Mr. Keiper explained some of the amounts on the profit/loss budget versus actual statements.**

Page Two of Three  
Minutes – March 12, 2020  
Dallas Area Municipal Authority

**DAMA Committee Report**

Mr. Barrett reported they interviewed two candidates for Assistant Solicitor. A motion was made by Mr. Barrett to nominate Mr. Jeffrey Malak, seconded by Mr. Carroll, and passed on a unanimous roll call vote to hire Mr. Jeffrey Malak as DAMA Assistant Solicitor. Mr. Barrett made a motion to promote Jason Smith to a full-time driver, seconded by Mr. Carroll, and passed on a unanimous roll call vote to promote Jason Smith from a loader/driver to a full-time driver in the Solid Waste division.

**Executive Director's Report**

Mr. Keiper reported he heard from Attorney Koscelansky regarding the finance options. The bank has agreed to extend the draw period of the current line of credit until February 28, 2021 so no bond issue or loan is needed at this time.

**Engineer's Report**

Mr. Berger discussed the need for more flow equalization capacity. An additional tank or tanks will be needed will be needed. There is a possible need for a tank somewhere in the collection system or at the main pump station or possibly both. Possible locations were discussed at length.

**New Business**

Mr. Keiper talked about the BMP evaluations. He received a proposal from Arro Engineering to review 16 BMPs from the CBPRP that are the owned by a Homeowners Associations or private individuals. Most of these owners have expressed an interest in DAMA taking possession and responsibility for these sites. Arro is proposing to review the sites and prioritize them based on effectiveness, cost, and ease of maintenance. The cost is approximately \$16,000 for the 16 sites. A motion was made by Mr. Reino, seconded by Mr. Doughton, and passed on a unanimous roll call vote.

Mr. Keiper stated we are ordering three AED's for the office, downstairs and at Route 118.

**Supervisor's Report**

Mr. Hann reported they are out repairing manholes in Dallas Borough and televising in Dallas Township.

Mr. Longfoot reported he visited Center County Recycling to review it's operation, they suggested we reach out to Bloomsburg as they are closer to our size and might offer more insight into the recycling operation. Mr. Longfoot completed the Luzerne County Recycling Report and it has been submitted.

**Page Three of Three  
Minutes – March 12, 2020  
Dallas Area Municipal Authority**

**Mr. Mayka reported a meeting was held with the homeowners near the sites of the projects in Dallas Borough now being designed.**

**With no other business to come before the board the meeting was adjourned at 7:35 P.M.**

**Respectfully Submitted,**

A handwritten signature in blue ink, appearing to read "Ryan Doughton", is written over the typed name. The signature is somewhat stylized and scribbled.

**Ryan Doughton, Secretary  
Dallas Area Municipal Authority**