



**DALLAS AREA
MUNICIPAL AUTHORITY**
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**MINUTES
DALLAS AREA MUNICIPAL AUTHORITY
APRIL 10, 2025**

The Regular monthly meeting of the Dallas Area Municipal Authority was held at 7:00 P.M. on Thursday, April 10, 2025, at the DAMA Administration Building.

Board Members present: Brent Snowdon, James Reino, Chester Mozloom, Ryan Doughton, Tim Carroll and Mark Van Etten.

Other Officials present: Susan Lee, Frank Dominick, Tom Mayka, and Attorney Jeffrey Malak, DAMA Solicitor.

Mr. Snowdon announced that the DAMA Board Executive Session Notifications. The DAMA Board of Directors held an Executive Session on March 13, 2025, in the DAMA Boardroom, to discuss information concerning personnel situations and Commonwealth of Pennsylvania vs. DAMA, No. 750 of 2023, and associated potential legal matters. No votes were taken.

Mr. Snowdon announced that the DAMA Board of Directors held an Executive Session on March 18, 2025, in the Lands at Hillside Farms Offices, to discuss information concerning personnel situations and Commonwealth of Pennsylvania vs. DAMA, No. 750 of 2023, and associated potential legal matters. No votes were taken.

Mr. Snowdon opened the meeting with an attendance-roll call. There were a significant amount of public preset including: Martin Barry, Dallas Township Manager, Chris Crawford, Kingston Township Solicitor, Bill Conant, Tracey Carr, Dallas Borough Manager, Kim Rose, Kingston Township, Paul Ungvarsky, Sarah Ungvarsky and Chad Derhammer.

A motion was made by Mr. Carroll to accept the minutes as presented; the motion was seconded by Mr. Mozloom. The motion was approved in favor on a 6-0 vote approving the March 13, 2025, Regular Meeting Minutes as submitted.

Treasurer's Report

Mr. Mozloom submitted the wastewater division invoices totaling \$145,955.04 for approval. Following a brief discussion about the wastewater division check registers, a motion was made by Mr. Doughton to pay the wastewater division check-register as presented; the motion was seconded by Mr. Van Etten. On a 6-0 unanimous roll call vote, the motion to pay the wastewater division invoices was approved.

Mr. Mozloom submitted the solid waste division invoices totaling \$48,662.94 for approval. Following a brief discussion about the solid waste division check registers, a motion was made by Mr. Reino to pay the solid waste division check register as presented; seconded by Mr. Doughton. On a 6-0 unanimous roll call vote, the motion to pay the solid waste division invoices was approved.

Mr. Mozloom submitted the storm water division invoices totaling \$3,399.86 for approval. A motion was made by Mr. Carroll to pay the storm water division check register as presented; seconded by Mr. Reino. On a 6-0 unanimous roll call vote, the motion to pay the storm water division invoices was approved.

Mr. Mozloom submitted the Wastewater WWA 37 Requisition totaling \$211,365.23 for approval. A motion was made by Mr. Reino to pay the WWA 37 Requisition as presented; seconded by Mr. Doughton. On a 6-0 unanimous roll call vote, the motion to pay the Wastewater WWA 37 Requisition was approved.

Mr. Mozloom submitted the Wastewater WWA 38 Requisition totaling \$33,725.51 for approval. A motion was made by Mr. Carroll to pay the WWA 38 Requisition as presented; seconded by Mr. Reino. On a 6-0 unanimous roll call vote, the motion to pay the Wastewater WWA 38 Requisition was approved.

Mr. Mozloom submitted Solidwaste Requisition MSW 25 totaling \$8,795.85 for approval. Following a brief discussion, a motion "to table" was made by Mr. Reino, seconded by Mr. Carroll. On a 6-0 unanimous vote the motion passed, and payment of this Requisition was tabled.

Mr. Mozloom submitted Solidwaste Requisition MSW 26 totaling \$9,112.50 for approval. Following a brief discussion, a motion "to table" was made by Mr. Reino, seconded by Mr. Carroll. On a 6-0 unanimous vote the motion passed, and payment of this Requisition was tabled.

Mr. Mozloom submitted Solidwaste Requisition MSW 27 totaling \$269,674.92 for approval. Following a brief discussion, a motion "to table" was made by Mr. Reino, seconded by Mr. Carroll. On a 6-0 unanimous vote the motion passed, and payment of this Requisition was tabled.

Mr. Mozloom submitted Stormwater Requisition SW 30 totaling \$22,500.40 for approval. A motion was made by Mr. Reino to pay Stormwater Requisition SW 30 as presented; seconded by Mr. Doughton. On a 6-0 roll call vote, the motion to pay the Stormwater SW 30 Requisition was approved.

DEPARTMENT MANAGERS REPORTS

Mr. Dominick reported we placed an ad in the newspaper for two potential positions for the Wastewater division. He stated he spoke to Mr. Brandan Devens a few times and recommend we hire him for the Manhole Crew hire. A motion was made by Mr. Reino, seconded by Mr. Doughton. On a 3-3 roll call vote, the motion to hire an additional employee was not passed.

Mr. Dominick reported he speaks to DEP every Monday and he sends a report to them weekly.

Mr. Dominick reported Chad Derhammer and himself have been working on the Lateral Inspection Ordinance. It includes an updated Specification sheet outlining DAMA's required rules for repairs.

Mr. Dominick showed a video of a cracked pipeline and manhole, showing groundwater seeping into the system, with no rain for 5 days. It was noted that the line was repaired and lined eliminating the leak.

Mr. Dominick reported he filled out a State DCED grant for \$500,000.00. A motion was made by Mr. Mozloom to formalize and approve the application: seconded by Mr. Carroll. On a 6-0 roll call vote, the motion to apply for the \$500,000.00 grant was approved.

Mr. Mayka stated he has been working hard on updating the GIS mapping system.

Mr. Mayka stated they have been working on the policy and procedures to finalize the management team's efforts to update all policy manuals.

On behalf of Mr. Longfoot, who was excused for illness, Mr. Reino stated they had completed updating the exhaust fans on the roof at the Route 118 building.

Mr. Reino also noted that Mr. Longfoot stated we have advertised the two openings for the solid waste division.

Mr. Reino stated that there is an employee who is going to driving school, he is paying for it and using his own PTO time to do it, as we don't have a budget line-item for training for the solid waste division.

Mr. Reino stated that the yard waste site opened on March 28, 2025, and we sold about \$3,000 worth of compost.

Mr. Reino noted that Mr. Longfoot had applied for a Swiffer Grant, but we were denied because they don't consider us to be a political subdivision under the rules.

EXECUTIVE DIRECTOR'S REPORT

Mr. Reino stated the I & I Investigation by video of all water crossings on the system continues. Multiple leak areas have been detected and are scheduled for pipe lining. The second camera software license cost has been negotiated down to \$14,000 from \$40,000.

Mr. Reino reported Quad 3 Group Inc. has provided DAMA with a rate sheet for providing Engineering Services to DAMA. A motion was made by Mr. Reino to hire the Quad 3 Group Inc. as the Engineer of record for DAMA, effective immediately: seconded by Mr. Van Etten. On a 6-0 unanimous roll call vote, the motion to hire Quad 3 Group Inc as the Engineer of record for DAMA effective immediately was approved.

Mr. Reino reported the DAMA main facility has been experiencing low water pressure for a significant period. It has been determined that the main waterline for the DAMA building is rotted and leaking. We are in the process of assessing the damage and cost to repair and/or replacement of the waterline.

ENGINEER'S REPORT

Mr. Reino reported that Quad 3 Group Inc has been working with DAMA personnel to finalize a draft plan for providing flow monitoring, which meets DEP requirements.

SOLICITOR REPORT

Attorney Malak stated we received a letter from residents at 27 Marlinton Court, Dallas. The letter was sent to Thomas Mayka, Mark Van Etten, Frank Dominick and Jeffrey Malak, and the customer is challenging the stormwater fee.

Attorney Malak stated we send delinquent notices to the rate payers, after the notice has not been answered a lien is then filed with the Prothonotary Office. The lien is only released when there is a refinance or a sale or if payment is made in full. If there is no refinance process or sale, we will do a writ to pursue legal action against them. The writ sets a number we are allowed to collect, once that writ has been ruled on by the court, we can start the foreclosure process since we are a creditor. Attorney Malak stated he thinks we should start looking at past due amounts to see if we should start this process with other rate payers instead of having liens sit there.

Attorney Malak reported the disposition of termination notice of former Executive Director. He has hired an attorney, and we are in contact with the attorney. He has not challenged his termination.

OLD BUSINESS

Mr. Snowdon stated we would like to notify PA American Water Company that upon further discussions and due to the response from DEP, the Board believes that at this time it would be premature to proceed with any due diligence proceedings with PAWC. A motion was made by Mr. Reino, seconded by Mr. Mozloom. On a 6-0 unanimous roll call vote to send a letter to PA American Water Company to notify them we would not be proceeding with any due diligence with PAWC.

Mr. Snowdon started a discussion on approving a Professional Service Agreement with ARRO Consulting Inc for MS4 project. After a discussion it was decided to table the agreement with ARRO Consulting.

NEW BUSINESS

Mr. Snowdon talked about appointing Eric J. Bleiler, CPA & Co., LLC as the DAMA 2024 Auditor. A motion was made by Mr. Van Etten to appoint Eric J. Bleiler, CPA & Co., LLC, as the DAMA 2024 Auditor: seconded by Mr. Mozloom. On a 6-0 unanimous roll call vote to appoint Eric J. Bleiler, CPA & Co., LLC as the DAMA Auditor was approved.

Mr. Reino talked about the CPR certification training for ten people whose CPR Certification expires in 2025. After a brief discussion a motion was made by Mr. Mozloom to allow Mr. Reino to make the decision to choose the best provider for the CPR Certification for the employees: seconded by Mr. Doughton. On a 6-0 unanimous roll call vote was approved to allow Mr. Reino to make the decision to choose the best provider for the CPR Certification for the employees.


Mr. Snowdon discussed the termination of the present agreement between DAMA and Drnach Environmental Inc. for the meter data review agreement effective April 15, 2025. A motion was made by Mr. Mozloom to terminate the present agreement between DAMA and Drnach Environmental Inc. for the meter data review agreement effective April 15, 2025: seconded by Mr. Van Etten. On a 6-0 unanimous roll call vote the termination of the agreement between DAMA and Drnach was approved.

Mr. Mayka discussed the purchase of a section of land in Dallas Township as part of a MS4 project to reconstruct a swale, at a purchase price of \$5,000 A motion was made by Mr. Mozloom to approve the purchase of the land noted by Mr. Mayka: seconded by Mr. Van Etten. On a 6-0 unanimous roll call vote it was approved to purchase the referred section of land.

Mr. Snowdon discussed the Change Order submitted by North End Electric for additional work for the backup generator, and conduit and wiring for the water tank level sensor. Following a brief discussion, a motion "to table" was made by Mr. Doughton, seconded by Mr. Reino. On a 6-0 vote unanimous vote the motion passed, and the change order by North End Electric was tabled.

A motion to adjourn the meeting was made by Mr. Mozloom, seconded by Mr. Carroll at 8:19 P.M. Motion was unanimously approved.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Ryan Doughton', with a large, stylized flourish at the end.

Ryan Doughton, Secretary
Dallas Area Municipal Authority