



**DALLAS AREA  
MUNICIPAL AUTHORITY**  
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**MONTHLY BOARD MEETING MINUTES  
DALLAS AREA MUNICIPAL AUTHORITY  
November 13, 2025**

The Regular monthly meeting of the Dallas Area Municipal Authority was held at 7:00 P.M. on Thursday, November 13, 2025, at the DAMA Administration Building.

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

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

Mr. Snowdon announced that a DAMA Board Executive Session occurred on October 22, 2025, at the Lands at Hillside Farms Offices to address recent personnel matters. No actions were taken.

A motion was made by Mr. Carroll to accept the October 9, 2025, Regular Meeting Minutes as submitted; the motion was seconded by Mr. Van Etten. The motion was approved in favor on a 6-0 vote.

**Treasurer's Report**

Mr. Mozloom submitted the wastewater division invoices totaling \$1,776,285.71 for approval. Following a brief discussion about the wastewater division check registers, a motion was made by Mr. Mozloom 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 \$59,809.59 for approval. Following a brief discussion about the solid waste division check registers, a motion was made by Mr. Mozloom to approve payment for 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 were approved.

Mr. Mozloom submitted the storm water division invoices totaling \$2,671.13 for approval. A motion was made by Mr. Mozloom to pay the storm water division check register; seconded by Mr. Reino. On a 5-0 unanimous roll call vote, the motion to pay the storm water division invoices was approved. Mr. Doughton abstained from voting as his brother works for a company that is being paid.

Mr. Mozloom submitted the Wastewater Requisition WWA 39 totaling \$98,836.36 for approval. A motion was made by Mr. Mozloom; seconded by Mr. Carroll. On a 6-0 unanimous vote the motion to pay the Wastewater WWA 39 Requisition was approved.

Mr. Mozloom discussed the split expense sheet, bank account balance and the profit/loss budget versus actual statements.

### **DAMA COMMITTEE REPORTS**

Mr. Mozloom stated that Darci Tippins was hired as office clerk, and started employment on October 13, 2025, and she is performing well.

Mr. Mozloom stated they Brandon Devens was hired as system operator and started employment on October 28, 2025.

### **DEPARTMENT MANAGERS REPORTS**

Mr. Dominick notified the Board that the lining and televising of sewer lines were winding down for the year due to colder weather approaching.

Mr. Dominick reported that our flow rate for 2024 averaged a daily 3.751 million gallons/day and the 2025-year flow average is 3.52 million gallons/day. This is a reduction of approximately 6%, during a wetter than normal season, so it appears our lining efforts are paying off.

Mr. Wagner reported they received the \$44,000 from a County Recycling Grant. Mr. Woods noted the department management staff is working with Luzerne County recycling to try and secure additional funds to repair the “Beast” mulching grinding machine.

Mr. Wagner reported they will be shutting down the compost site in the next few days for the 2025 season.

Mr. Mayka stated he has been working on maintaining MS4 equipment for winter storage and continuing to work with DEP and Quad 3 on moving the Overbrook MS4 Project forward.

### **EXECUTIVE DIRECTOR’S REPORT**

Mr. Reino reported that INFROHORSE Environmental Infrastructures Solutions has completed the approved line repairs behind the Tractor Supply Store, to seal a major I & I situation.

Mr. Reino reported that Fidelity Bank failed to give the scheduled notice for the 2025 Bond payment due on October 1, 2025, until October 27, 2025. DAMA made payment on October 29, 2025, for \$901,150.00 by wire transfer.

Mr. Reino reported he is still discussing the 2026 Budget with Department Managers.

Mr. Reino reported the delinquency with Echo Valley Trailer Park for \$113,525.21 has been settled.

Mr. Reino reported we are applying for Statewide LSA Funding Grant of up to \$1,000,000.00 to repair and line a 10" main that runs behind the newly constructed WAWA in Dallas Township to Highway Route 415.

Mr. Reino reported we received a letter from Wyoming Valley Sanitary Authority that states our 2026 rate is going to go up 18.2% and will go up 9.1% for 2027, 2028, 2029 and 2030.

### **ENGINEER'S REPORT**

Mr. Berger reported on the status of the MS4 project off Overbrook Road. He reported that he has been working with UGI to have the service lines on the property marked. UGI is reviewing another routing option which would allow them to cross under the wetland area, that might lessen the impact of cost to this project. Mr. Berger sent UGI the plans to show the depth of the gas lines for the stream restoration, he is going to see if they would be willing to put the gas lines below the stream portion to reconnect.

Mr. Van Etten stated he requested that ARRO clean up the plan for the MS4 Toby Creek project in order to move closer to implementing work on the project.

Mr. Berger stated the contract with ADS for metering and reporting is for 6 months. DEP representatives are requesting the time frame be a year, but Mr. Berger feels six months is sufficient given recent weather conditions. Mr. Berger noted that we should begin renegotiating the terms of the consent decree, and request more connections as we achieve more milestones.

Mr. Berger reported he couldn't get any contractors to fix a price for construction and paving for the Route 118 site entrance, prior to winter. He had a few parties interested in doing the work but couldn't get it done before the winter. He suggested we put the project out for bid and look for a local contractor to do the work first thing in the spring.

Mr. Berger reported that the Fire Pump Building is the issue still holding up the Occupancy Permit for the Route 118 site. Quad 3 is working with the inspectors to find a solution to the problem.

### **SOLICITOR REPORT**

Attorney Malak reported the Country Club Apartments dispute is still ongoing. He stated we should bring this to the court's attention and file a writ so it can be handled in legal proceedings.

Attorney Malak stated that the Samara Industries issue is progressing to a court proceeding in December. The hearing will be in front of Judge Gartley.

Attorney Malak reported we agreed to have quarterly meetings with the HL Attorneys, and the first meeting will be held during the first week of December.

Attorney Malak reported we filed a lawsuit against Cranberry Lane Mulch with the local Magistrate. They have eluded service, so we need to get a Constable to officially serve them a copy of the complaint.

Attorney Malak reported he has completed review of the Property License Agreement with Flock Safety/Luzerne County District Attorney's Office and is presenting it to the Board for action.

### **NEW BUSINESS**

Mr. Snowdon requested a motion to execute a Property License Agreement with Flock Safety and the Luzerne County District Attorney's Office, to place a traffic monitoring device north of the DAMA main entrance. A motion was made by Mr. Doughton; seconded by Mr. Reino to approve the Property License Agreement. On a 6-0 unanimous roll call vote, the motion was approved.

Mr. Snowdon requested a motion to adopt the revised Resolution updating the Adoption of Standards for service laterals, house connections, and mobile-home connections, and set the connection fee at \$5,000.00 per EDU. A motion was made by Mr. Van Etten; seconded by Mr. Reino to approve the revised Resolution. On a 6-0 unanimous roll call vote, the motion was approved.

Mr. Van Etten commented on the 2024 audit. A motion was made by Mr. Carroll, seconded by Mr. Doughton to put an RFP out for the 2025 audit.

Mr. Mozloom suggested having a special meeting, a week before the board meeting, regarding the budget and 2026 fees. Mr. Reino was asked to advertise the meeting as required.

The meeting was adjourned to an executive session at 8:12 P.M.

The Board reconvened upon completion of the Executive Session at 8:48 P.M.

Mr. Snowdon suggested that DAMA adjust its 2026 healthcare plan to include a \$500 deductible for an individual plan and \$1,000 for a family plan, with a 10% contribution for the family plan, and dissolve the existing HRA account. A motion was made by Mr. Van Etten; seconded by Mr. Mozloom. On a 6-0 unanimous roll call vote, the motion was approved.

Mr. Snowdon stated the Discussion on Disposition of Acting Director position. Mr. Reino stated he has been here a lot longer than he thought he would be for no salary. Mr. Reino stated he would like to set up a working agreement through the end of 2026, where he agreed to work up to 20 hours per week, with no benefits. Mr. Snowdon stated he would like to see a motion that Mr. Reino be appointed to be Executive Director on the requested terms but requires Mr. Reino to resign from the DAMA Board of Directors upon acceptance of the position. A motion was made by Mr. Van Etten; seconded by Mr. Doughton to hire Mr. Reino as Part Time Executive Director at the rate of \$1,360.00 a week. On a 5-0 unanimous roll call vote the motion was approved. Mr. Reino abstained from voting.

Meeting was adjourned at 8:55 P.M.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'RD', with a large, sweeping loop at the end.

Ryan Doughton, Secretary  
Dallas Area Municipal Authority