

# LUZERNE COUNTY FLOOD PROTECTION AUTHORITY AGENDA February 21, 2023 1:00 p.m.

- I. Call to Order the February 21, 2023 meeting
- II. Re-Organization; Election of Officers
- III. Public Input
- IV. Meeting Minutes

Request a motion to ratify the minutes of the Authority meeting held January 17, 2023.

- V. LCFPA Activities/Projects
  - a. Staff Activities/Projects
  - b. Board Activities/Projects

- VI. Bills and Communications

Ratify and confirm the payment of the following vouchers from January 14, 2023 thru February 17, 2023 (see attached):

- Operations Fund (Luzerne Bank);
- Levee Raising Project Fund (Luzerne Bank & FNCB Bank);
- Restricted Capital Projects Fund (Luzerne Bank);

- VII. Report of the Treasurer

Reconciled Bank Balances as of January 31, 2023:

	<u>Jan 31, 2023</u>	<u>Dec 31, 2022</u>	<u>Jan 31, 2022</u>
<b>Operations Fund (Levee Fee)</b>			
<i>Luzerne Bank</i>	\$1,971,371.07	\$2,208,399.70	\$1,999,813.54
<i>Luzerne Bank- Beautification</i>	\$5,815.22	\$5,810.13	\$240.00
<b>Restricted Capital Exp. Fund</b>			
<i>Luzerne Bank</i>	\$344,701.40	\$439,401.09	\$685,571.26
<i>Luzerne Bank-FEMA Grant</i>	\$267,895.24	\$267,667.91	\$366,431.66
<b>Restricted Levee Raising Fund</b>			
<i>Luzerne Bank</i>	\$1,697,956.76	\$1,609,377.70	\$1,759,614.35
<i>FNCB</i>	\$501,978.89	\$501,433.63	\$ 500,038.33
<i>US Bank:</i>			
Federal Escrow Fund	\$165,863.75	\$165,367.81	\$163,161.39
Commonwealth Escrow Fund	\$4,156,822.74	\$4,143,978.15	\$4,545,535.66

### VIII. New Business

1. 2022 Levee Fee Collections Update.
2. Plymouth and Wilkes-Barre to Hanover Levee Systems Semi-Quantitative Risk Assessment (SQRA) Final Reports.
3. Request motion to approve a lease agreement with Slusser Law Firm, 1620 N. Church Road, Suite 1, Hazleton, PA to rent approximately 166 square feet of commercial office space located at the LCFPAs administrative offices, 1989 Wyoming Avenue, Forty Fort, PA for a term of one (1) year at a cost of \$15.00/SF (\$2,490 annually; \$207.50 monthly).
4. Request motion to approve a listing contract with Hinerfeld Commercial Real Estate, 769 Keystone Industrial Park Road, Throop, PA to market the vacant space at the LCFPAs administrative offices and help secure a long-term tenant acceptable to the Authority.
5. Request motion to approve Change Order #9 in the amount \$41,812.76 to the agreement with Fabcor Inc., 1205 Mid Valley Drive, Jessup, PA on the "Closure Structure Modifications Project".
6. Request motion to award the contract for the low slope re-roofing and masonry/EPDM roof repairs project to \_\_\_\_\_, in the amount \$ \_\_\_\_\_. The low-slope re-roofing work will occur at two (2) storage buildings (Market Street, Route 11). The masonry/EPDM roof repairs will occur at seven (7) pump stations (Solomon, Brown, Delaney, Horton, D&H, Old River Road, Church). This project was publicly advertised on the PennBid electronic procurement site and the award recommendation is the lowest responsible bid out of \_\_\_\_ submitted.
7. Request permission for levee maintenance technicians Raymond Howell, Elio DeNardi, and Rayleen Evans to attend the PA DEP Flood Protection Workshop, April 25-26, 2023, State College PA. The costs for the training, meals and rooms are paid by DEP.
8. Request motion to approve the hiring of Kayla Roselle, Dupont PA as a part-time, temporary intern at a rate of \$\_\_\_\_\_ per hour. Ms. Roselle is a Mechanical Engineering student at Wilkes currently in her Junior year with an expected graduation in May 2024.
9. Request motion to approve the LCFPAs membership in the "Interlocal Contract For Cooperative Purchasing" with the Houston-Galveston Area Council (HGAC), 3555 Timmons Lane, Suite 120, Houston, TX 77027.

### IX. Next Regular Meeting:

March 21, 2023 at 1:00 p.m.  
1989 Wyoming Ave  
Forty Fort, PA 18704

### X. Adjourn/Recess