



Luzerne County Flood Protection Authority
1989 Wyoming Avenue
Forty Fort, PA 18704

Minutes
December 16, 2025 Regular Session

Call to Order

On December 16, 2025, at 1:00 P.M., the Luzerne County Flood Protection Authority Board convened their regular monthly meeting at the Luzerne County Flood Protection Authority Administrative Offices, 1989 Wyoming Ave, Forty Fort. It was noted that all meetings are electronically recorded.

Mr. Yannuzzi, Chairman, called to order the December 16, 2025 meeting.

Pledge of Allegiance and Moment of Silence

Present

Mr. Dominic Yannuzzi, P.E., Chairman
Mr. William Hardwick
Mr. Jay Delaney
Mr. John Maday
Mr. Coray Mitchell

Also Present

Christopher Belleman, P.E., Executive Director
Laura Holbrook, Deputy Director
Christopher Slusser, Slusser Law Firm, LCFPA Solicitor
Amy Grevera, CPA, Grevera and Associates, LCFPA Accountant
Deana Prochaska, Administrative Assistant (Recording Secretary)
Kayla Roselle, LCFPA Project Engineer

Public Input

None.

Regular Meeting

Motion was made to ratify the minutes of the Authority meeting held on November 18, 2025.

Motion by: Mr. Hardwick

Second by: Mr. Delaney

Motion passed by a vote of 5-0. "AYES" – YANNUZZI, DELANEY, HARDWICK, MADAY, MITCHELL.

LCFPA Activities/Projects

- A. Staff Activities/Project
- B. Board Activities/Project

Bills and Communications

Motion was made to approve the payment of the bills as presented.

Motion by: Mr. Yannuzzi

Second by: Mr. Maday

Motion passed by a vote of 5-0. "AYES" – YANNUZZI, DELANEY, HARDWICK, MADAY, MITCHELL.

Report of the Treasurer

Motion was made to submit the report of the Treasurer into the record as stated.

Motion by: Mr. Hardwick

Second by: Mr. Yannuzzi

Motion passed by a vote of 5-0. "AYES" – YANNUZZI, DELANEY, HARDWICK, MADAY, MITCHELL.

New Business

The agenda item regarding an update from Melissa Youngblood and Michael Kanicki of Northwest Bank on funds and services was not moved forward.

2025 Levee Fee Update.

Motion was made to approve the 2026 LCFPA Board meeting dates.

Motion by: Mr. Yannuzzi

Second by: Mr. Maday

Motion passed by a vote of 5-0. "AYES" – YANNUZZI, DELANEY, HARDWICK, MADAY, MITCHELL.

Request motion to approve the 2026 LCFPA staff holiday schedule.

Motion by: Mr. Hardwick

Second by: Mr. Yannuzzi

Motion passed by a vote of 5-0. "AYES" – YANNUZZI, DELANEY, HARDWICK, MADAY, MITCHELL.

Motion was made to approve 4% raises to non-union employees for 2026 as included in the 2026 Operations Fund budget.

Motion by: Mr. Yannuzzi

Second by: Mr. Maday

Motion passed by a vote of 5-0. "AYES" – YANNUZZI, DELANEY, HARDWICK, MADAY, MITCHELL.

Motion was made to approve the engagement letter from Kohanski & Company PC, 240 Schuyler Avenue, Kingston PA in the amount \$15,500 for the 2025 financial audit; and \$5,000 for the 2025 ARPA grant compliance audit.

Motion by: Mr. Yannuzzi

Second by: Mr. Delaney

Motion passed by a vote of 5-0. "AYES" – YANNUZZI, DELANEY, HARDWICK, MADAY, MITCHELL.

Motion was made to approve the proposed Occupancy License Agreement (OLA) #3-7 with Gigapower LLC, 311 S. Akard Street, 21st Floor, Dallas, TX 75202 in support of their request to install and maintain a 3” diameter PVC duct that contains fiber optic cables on Authority owned Parcel No. 3H-4A, identified as PIN #25-18-00A-003-000. The annual lease amount is \$750.00 that is subject to an annual increase of 3%. The initial term is 5 years.

Motion by: Mr. Yannuzzi

Second by: Mr. Maday

Motion passed by a vote of 5-0. “AYES” – YANNUZZI, DELANEY, HARDWICK, MADAY, MITCHELL.

On the question:

Mr. Hardwick: Could someone just remind me, explain a little bit what that is? Is this around the Carey Ave Bridge?

Mr. Belleman: Yes, this is where the Hanover levee ties in with the upstream face of the Carey Ave Bridge. In fact, this is something you initially observed and brought to my attention.

Mr. Hardwick: Yes, I just wanted to make sure it was the same place because I didn’t know these parcel numbers.

Mr. Belleman: This firm Gigapower was installing fiber optic cables at that location and we followed up and received documentation from them. Unfortunately, we weren’t there to witness the trenching and backfill that occurred, so our concern is whenever you are penetrating through the levee you want to make sure it is watertight, so we don’t have any seepage through that penetration. We requested them, when the weather moderates here in the Spring, to open up the trench, expose the pipe, and backfill with proper materials and compaction efforts.

Mr. Hardwick: Thank you.

Mr. Belleman: Gigapower agreed to do that and was very apologetic. They didn’t know the Authority owned the property where the levee resides upon.

Motion was made to approve the proposed 2026 budgets for the following LCFPA funds:

Operations Fund

Motion by: Mr. Yannuzzi

Second by: Mr. Maday

Motion passed by a vote of 5-0. “AYES” – YANNUZZI, DELANEY, HARDWICK, MADAY, MITCHELL.

Restricted Capital Expenditures Fund

Motion by: Mr. Yannuzzi

Second by: Mr. Mitchell

Motion passed by a vote of 5-0. “AYES” – YANNUZZI, DELANEY, HARDWICK, MADAY, MITCHELL.

On the question:

Mr. Delaney: You have an estimated range of \$250,000 to \$500,000 for the sloughing repairs. What is plan B if we hear that will cost more?

Mr. Belleman: The project will be publicly bid and with the visibility of the sloughing in the newspapers and other media I am confident that we will obtain good, competitive pricing. If the pricing comes in higher than anticipated, the Board can always choose to amend the approved budget.

Mr. Delaney: Ok.

Wyoming Valley Levee Raising Fund

Motion by: Mr. Delaney

Second by: Mr. Mitchell

Motion passed by a vote of 5-0. "AYES" – YANNUZZI, DELANEY, HARDWICK, MADAY, MITCHELL.

Motion was made to approve and adopt the updated "LCFPA Personnel Policy Handbook". Upon adoption the updated handbook will be rolled out to all Authority employees and the previous handbook discarded. The update was coordinated through Harvis HR, 340 Market Street, Kingston PA.

Motion by: Mr. Yannuzzi

Second by: Mr. Maday

Motion passed by a vote of 5-0. "AYES" – YANNUZZI, DELANEY, HARDWICK, MADAY, MITCHELL.

Next Regular Meeting

January 20, 2026 at 1:00p.m.

1989 Wyoming Ave

Forty Fort, PA 18704

The LCFPA Board held an executive session following its December 16th, 2025, regular meeting.

Adjourn

Motion was made to adjourn the December 16, 2025 meeting of the Luzerne County Flood Protection Authority Board.

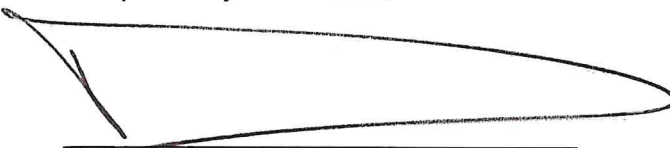
Motion by: Mr. Hardwick

Second by: Mr. Maday

Motion passed by a vote of 5-0. "AYES" – YANNUZZI, DELANEY, HARDWICK, MADAY, MITCHELL.

Meeting adjourned at 1:25 P.M.

Respectfully submitted,



Deana Prochaska
Recording Secretary