

**Lower South Valley COG Meeting
January 14th, 2026
Earth Conservancy
101 South Main Street
Ashley, PA 18706**

Meeting Minutes

Call to Order

The regular meeting of the Lower South Valley COG was called to order at 9:00am on January 11th, 2026 by Chairman Sam Guesto.

<u>Members Present:</u>	<u>Members Absent:</u>
Ashley Borough – Frank Sorokach	Luzerne County Community College
Hanover Township – Sam Guesto, Mike Yodsnukis, Tom Glazenski	
Newport Township – Joe Hillan	
Plymouth Borough – Earl Conyningham	
Earth Conservancy – Jeff Shaw	
Wyoming Valley Sanitary Authority – Andy Reilly	
Nanticoke City - Jen Polito, Donna Wall	
Plymouth Township - Vince Wysowski	
Sugar Notch Borough - Jim Mullin	

Others Present:

Hailstone Economic – Sara Hailstone, Ted Ritsick

Reorganization

Motion to retain all officers as elected in 2025.

(Chair: Guesto, Vice-Chair: Hillan, Treasurer: Polito, Secretary: Wall)

Motion: Mr. Sorokach **2nd:** Mr. Mullin

Motion passes unanimously.

Approval of 11.12.2025 Meeting Minutes

Motion: Mr. Hillan – **2nd:** Ms. Polito

Motion passed unanimously.

Public Comment

N/A

Treasurer's Report

Ms. Polito reported on payments made and requested guidance on Earth Conservancy special project donation. Funds to be added to the fueling station account.

Old Business

None

Items for Consideration

A. Authorization of Payment

1. Authorization of Payments
 - i. Hailstone Economic
 1. Invoice 1703 for Consulting November 2025 for \$1485
 2. Invoice 1737 for Consulting December 2025 for \$677.50

Motion to approve.

Motion: Mr. Ostrowski **2nd:** Mr. Sorokach

Motion passes unanimously.

- ii. Button Energy Fuel Deliveries (Fueling Station)
 1. Invoice 1218435 for \$20369.80
 2. Invoice 1225258 for \$20021.20
 3. Invoice 1231583 for \$18825.65

Motion to approve.

Motion: Mr. Reilly **2nd:** Ms. Polito

Motion passes unanimously.

- iii. Medico Industries (Paver)
 1. Invoice IV96978 for \$342.00

Motion to approve.

Motion: Mr. Hillan **2nd:** Mr. Sorokach

Motion passes unanimously.

- iv. Commonwealth of PA - USTIF Diesel
 1. Invoice 880241122025103 for \$82.50 (\$990 Annually)
 2. Invoice 880241012026103 for \$82.50 (\$990 Annually)

Motion to approve.

Motion: Mr. Sorokach **2nd:** Mr. Reilly

Motion passes unanimously.

Motion to place on autopay.

Motion: Mr. Hillan **2nd:** Ms. Wall

Motion passes unanimously.

- v. Verdantas (Borton Lawson)
 1. January 2026 Act 537 Plan Invoice for \$6227.00

Motion to approve.

Motion: Ms. Wall **2nd:** Mr. Ostrowski

Motion passes unanimously.

B. Discussion and Motions on Comprehensive Plan and Zoning Project

1. Mr. Chapman and Ms. Hobbs of the PA Department of Community and Economic Development (DCED) discussed beginning the process of the comprehensive plan which the LSVCOG received a \$90,000 award in December 2025. DCED

representatives outlined the benefits of shared land use in a multimunicipal plan and regional strategy that would provide access to additional funding. The COG would form a group of 1-2 people from each municipality responsible for communicating about the process. Mr. Guesto discussed the need for land uses to be accounted for to avoid challenges and curative amendments. Ordinances would be in place until the new ordinances are passed. Municipalities are able to keep their zoning hearing boards and planning commissions. Procurement of a consultant could occur per the COG guidelines and a formal RFP process would not be necessary. Hailstone will be working on a proposal to present for the March meeting.

C. Discussion and Motions on 2026 Paving Schedule/2025 Repairs

1. Mr. Guesto distributed a list of expectations for municipalities using paving services and encouraged member municipalities to participate due to significant cost savings. Member municipalities were also reminded to talk to WWSA about leveraging sewer and stormwater funds.

The list is as follows. If unable to complete these tasks or in need of personnel, please contact Mr. Guesto.

- Town Responsibilities for Paving Projects
 - Milling, sweeping, and applying tack as required
 - Filling potholes as needed for overlay projects
 - Raising or lowering manholes and inlets to final grade
 - Fueling all equipment (fuel, water, DEF) and filling tack buggy if needed
 - Transporting equipment (skid steer, small roller, tack buggy) to and from the site
 - Trimming trees/branches, weed-whacking, and clearing any obstructions
 - Providing gas and water shut-off risers
 - Posting the road for paving with scheduled date/time and providing traffic control
 - Providing an area for equipment wash-down and cleaning
 - Cleaning up all road debris upon project completion
 - Applying final sealing (tar) after paving is complete
 - Providing a designated area to park equipment near the project site
 - Ensuring the road is fully prepared and ready for paving
 - Having a municipal representative on-site during the project to address questions or concerns
 - Providing drinks and lunch for the crew

- Responsibilities of COG
 - Measuring the road and provide approximate tonnage for the project
 - Ordering the asphalt
 - Marking the roads for paving
 - Converse with trucking
 - Move paver and big roller
 - Assemble a crew to complete the project

Mr. Guesto followed up on the status of the skid steer grant. We are still waiting on a response from DCED.

D. Fueling Station Discussion and Motions

1. 2025 Cash Flow Update - Discussed in previous topics.
2. Update on Remaining Construction Tasks and Transition -
 - i. Lighting, Key Cards, Remote Tank Level System, and Camera System
 1. Mr. Guesto reported on the need for PPL to hook in the lighting system. Mr. Ritsick would reach out to Rep. Ryncavage.
 - ii. Open Discussion on Other Issues

Open Discussion/Partner Updates

Adjournment

Motion: Ms. Polito – 2nd: Mr. Sorokach

Motion passed unanimously. Meeting adjourned 09:35am.