

**DEPARTMENT OF ENVIRONMENTAL PROTECTION
STATE BOARD FOR CERTIFICATION OF
WATER AND WASTEWATER SYSTEMS OPERATORS**

Board Meeting Minutes

December 7, 2022

Room 105 / Teams Call

Board Members Present

Mary Roland, Board Chairperson, Certified Water Operator (via Teams)
Mike Kyle, Lancaster Area Sewer Authority, Employee of a Political Subdivision (via Teams)
Mark Smith, Herbert, Rowland & Grubic, Inc., General Public (via Teams)
Autumn Crawford, Western Butler County Authority, Wastewater Operator (via Teams)
Jeff Bickel, Aqua PA, Inc., Official of Private System (via Teams)
Heath Edelman, Thaddeus Stevens College, Teaching Staff (via Teams)
Ed Chescattie, Bureau of Safe Drinking Water (BSDW), DEP Secretary Designee

Non-Board Members Present

Laura Chambers, Board Secretary
John Cantwell, Legal Counsel to the Board
Lori Wise, BSDW
Bill King, BSDW
Shalini Moola, BSDW
Mahendra Patel, BSDW
Victor Landis, Bureau of Clean Water (BCW)
Andrew Hall, BCW
Manyi Liu, BCW (via Teams)
Brian Chalfant, Policy Office (via Teams)
Leda Lacomba, Legal Counsel to BSDW (via Teams)

Public Present

No members of the public were present or called in for this meeting.

Meeting was called to order at 10:03am.

Approval of October 5, 2022 Meeting Minutes

Several Board members offered suggested edits to the October 5, 2022 meeting minutes. Chairperson Roland motioned to approve the October 5, 2022 meeting minutes including all suggested edits. Mr. Edelman seconded the motion. Motion passed unanimously.

Approval of New and Upgrade Applications

Ms. Chambers presented the following new and upgraded licenses for Board consideration:

- 83 new water licenses
- 42 upgraded water licenses
- 57 new wastewater licenses

- 34 upgraded wastewater licenses
- 6 Operator in Training (OIT) upgrades

Chairperson Roland motioned to approve all the new and upgraded license applications. Mr. Smith seconded. Motion passed unanimously.

Additional applications that were not included within the group New and Upgrade Application Summary because additional application details were just recently received:

1. Bryan D. Greenman – 364643 – WE initial
2. Andrew J. Langan – 329284 – WE upgrade

Chairperson Roland motioned to approve these two additional new and upgraded license applications. Mr. Kyle seconded the motion. Motion passed unanimously.

Reciprocity Requests

Water

Enoch Kraycik – Holds a New Jersey T2 Water Treatment license that was issued on 4/5/21 and expires on 9/30/23. His application documents 4 years, 10 months’ experience working at Phillipsburg NJ Drinking Water System, which is a Class A facility using subclasses 5,7,8,12 and Distribution.

Mr. Kraycik’s experience was obtained at a Class A facility and an operator is required to have a minimum of 4 years of experience in order to obtain a Pennsylvania Class A license. **Therefore, the Department’s determination is that Mr. Kraycik has documented the adequate experience relative to a WA,E-5,7,8,12.**

Regarding the comparison of examination questions, the applicant passed water exams developed and administered by WPI (formerly ABC) in the State of New Jersey. Please refer to the Need To Know Criteria PDF for more details regarding the exam criteria.

The Department’s recommendation: The Board should please review the examination information provided and vote on whether Mr. Kraycik has documented that he has passed comparable examinations in the State of New Jersey.

Chairperson Roland motioned to approve Mr. Kraycik’s **WA,E-5,7,8,12** certification. Mr. Bickel seconded. Motion passed unanimously.

Wastewater

Frank Cartagena – Holds a New York 2A Wastewater Treatment license that was originally issued on 3/15/05 and expires on 8/1/26. His application documents a total of 26 years, 1 month experience working at Freshkills Landfill Leachate Treatment Plant, which is a Class B facility using subclass 1.

Mr. Cartagena's experience was obtained at a Class B facility and an operator is required to have a minimum of 3 years of experience in order to obtain a Pennsylvania Class B license. **Therefore, the Department's determination is that Mr. Cartagena has documented the adequate experience relative to a WWB-1.**

Regarding the comparison of examination questions, the applicant passed wastewater exams developed and administered by PWI (formerly ABC) in the State of New York.

The Department's recommendation: The Board should please review the examination information provided and vote on whether Mr. Cartagena has documented that he has passed comparable examinations in the State of New York.

Chairperson Roland motioned to approve Mr. Cartagena's WWB-1 certification. Ms. Crawford seconded. Motion passed unanimously.

Board Secretary Report

Ms. Chambers provided the following summary regarding exams for 2022.

- Number of exam **sessions held** in 2022: **59**
- Number of exam **seats offered** in 2022: **2490**
- Number of exam **seats filled** in 2022: **1638**
 - Total number of computer exams for 2022: **33**
 - Total number of paper exams for 2022: **26**
 - Total number of exams for 2022: **59**

Mr. Chescattie emphasized that this is a record number of exam seats offered, and a record number of seats (852) which remained unfilled. Mr. Chescattie provided a summary of the information provided by the Approved Exam Providers regarding the percentages of exam seats filled at each testing location for 2022.

Ms. Chambers agreed to email the Board members the number of exams and seats scheduled for 2023 once the information is compiled and finalized, which should be the beginning of January.

Chairperson Roland motioned to approve all 2023 Board Meeting dates as previously agreed upon by all Board Members. Ms. Crawford seconded. Motion passed unanimously.

Old and New Business

Chairperson Roland proposed that the Board implement a deadline for receiving all applications in their final format and having a set format for providing Board members with all meeting materials by no later than the Friday before the Board meeting date. Chairperson Roland also proposed the Board implement a deadline for receipt of all applications in their final format by Operator Certification staff by close of business two Fridays prior to each Board Meeting in order to allow ample time for Board members to review the information. All Board members agreed with implementing these deadlines and asked Ms. Chambers to post the deadlines on the Operator Certification website as soon as possible.

Mr. Bickel provided a summary of the TAC meeting.

The Board went into Executive Session at 10:50am.

The Board reconvened for public session at 12:31pm.

Chairperson Roland motioned for Mark Smith to take her place as the Board representative on the CHR Preliminary Review Committee effective December 7, 2022. Seconded by Mr. Bickel. Motion passed unanimously.

Additional Applications

Operator 324471 – Justin Latourette – Submitted water OIT upgrade application for subclass 13. Chairperson Roland motioned to deny applicant’s water OIT upgrade request due to lack of operating experience with subclass 13. Mr. Bickel seconded. Motion passed unanimously.

Operator 371958 – Ryan Munsch – Submitted water initial application for WE. Chairperson Roland motioned to approve WE OIT certification. Ms. Crawford seconded. Motion passed unanimously.

Operator 318401 – Frances Brown – Submitted initial water application for WA-1,2,6,7,8,10,11,12,15. Chairperson Roland motioned to request additional information in the form of a complete current application with separate pages 2-3 and hours worked at each facility for which operating experience is being claimed. Mr. Kyle seconded. Motioned passed unanimously.

Operator 372136 – Ryan Strohl – Submitted water initial application for WA-1,7. Chairperson Roland motioned to approve OIT WA-1,7 certification. Mr. Bickel seconded. Motion passed unanimously.

Operator 371967 – Kevin Gulish – Submitted water initial application for WE. Chairperson Roland motioned to approve OIT WE certification. Ms. Crawford seconded. Motion passed unanimously.

On November 21, 2022, Operator Certification staff received a combination reciprocity/initial application from Operator 372120. The operator passed the Water General and subclass 12 exams in Pennsylvania, and also has a license in New York that expires January 31, 2023, which the operator is not planning to renew. Board Members asked Ms. Chambers to reach out to the operator to request additional information regarding their operating experience. As long as that information is received prior to the operator’s New York license expiration date of January 31, 2023, the Board agrees they can vote on this application at the February 8, 2023 Board Meeting.

Criminal History Report

Chairperson Roland motioned to grant Operator 358631 WB,E-11,12 certification. Mr. Bickel seconded the motion. Motion passed unanimously.

Chairperson Roland motioned to grant Operator 370806 WWE4 certification. Ms. Crawford seconded the motion. Motion passed unanimously.

Chairperson Roland motioned to grant Operator 370023 WWE4 certification. Mr. Kyle seconded the motion. Motion passed unanimously.

Extension Requests

There were no extension requests submitted for this meeting.

The Board discussed the status of the appeal filed by Patrick J. Watkavitch (Watkavitch). Chief Hearing Examiner Debra Rand issued the Proposed Adjudication and Order (Report) to the Board on October 24, 2022. The Report was sent by email and mail to the parties (DEP and Watkavitch) on November 2, 2022. Both parties had 30 days from the mailing date to file Briefs on Exceptions to the Report (Brief). Board Legal Counsel confirmed that (1) neither party filed a Brief, (2) the hearing record is closed, and (3) the Board may review and deliberate the hearing record. Chairperson Roland asked Ms. Chambers to schedule a Microsoft Teams meeting so that the Board may conduct deliberations. The meeting will be held in executive session and summarized at the Board's next regularly scheduled meeting.

Chairperson Roland motioned to adjourn. Ms. Crawford seconded the motion. Meeting adjourned at 12:36pm.