

**DEPARTMENT OF ENVIRONMENTAL PROTECTION  
STATE BOARD FOR CERTIFICATION OF  
WATER AND WASTEWATER SYSTEMS OPERATORS  
Board Meeting Minutes  
October 29, 2015  
10<sup>th</sup> Floor Conference Room**

**Board Members Present**

Joseph Swanderski, Chairman  
John Schombert  
Mary Roland  
Mike Kyle  
Curt Steffy  
Phil Consonery, Bureau of Safe Drinking Water (BSDW)  
Cheri Sansoni, Board Secretary, BSDW  
John Cantwell, Legal Counsel

**Board Members Absent**

Dr. Ronald Neufeld

**Non Board Members Present**

Dawn Hissner, BSDW  
Leslie Ferguson, BSDW  
William McNamara, BSDW  
Roland Gensel, BSDW  
Mary Zeigler, BSDW  
Thomas Brown, Bureau of Point and Non-Point Source Management (BPNSM)  
Robert Digilarmo, BPNSM

Mr. Swanderski called the conference call meeting of the State Board for Certification of Water and Wastewater System Operators (Board) to order at 10:02 A.M.

**Criminal History Report (CHR)**

Four CHR's were presented on behalf of the review committee.

Client #318961, a wastewater applicant, was convicted of felony charges in 2012 for manufacture of a controlled substance. Client was 15 years old at the time and disposition was adjudicated delinquent. He is requesting a WWDE 1,4 certification. The offenses are not related to a water or wastewater system. The review committee recommended that the Board approve certification for this applicant. Mr. Swanderski motioned to approve. Mr. Steffy seconded the motion. The vote was unanimous. Motion carried.

Client #299094, a wastewater applicant, was arrested on August 14, 1992, for one count each of Criminal Trespass (F2) and Theft By Unlawful Taking (M1). Disposition was plead guilty, county prison 4 to 23 months and fines and restitution. He was arrested again on May 12, 2000, for one count each of Receiving Stolen Property (M1) and Altered or Illegally Obtained Property (F3). Disposition was plead guilty and county prison 23 months and costs. The offenses are not related to a water or wastewater system. He is requesting WWB1 certification. The review committee recommended that the Board approve certification for this applicant. Mr. Schombert motioned to approve. Ms. Roland seconded the motion. The vote was unanimous. Motion carried.

Client #317919, a water applicant, was charged with Corruption of Minors and Furnishing Alcohol to Minors (M1, 2, 3-Misdemeanor); plead guilty, fines and costs and Involuntary Deviate Sexual Intercourse with a Child (F1-Felony); plead guilty, State Correctional Facility. He is requesting a WDE 7, 8, 12 certification. The offenses are not related to a water or wastewater system. The review committee recommended that the Board approve certification for this applicant. Mr. Kyle motioned to approve. Mr. Steffy seconded the motion. The vote was unanimous. Motion carried.

Client #320604, a water applicant, was charged with Manufacture of Controlled Substance (F-Felony) in 1987. He plead guilty, paid fines and costs and was given 5 to 18 months on County Probation/Parole. The offenses are not related to a water or wastewater system. He is requesting a WE certification. The review committee recommended that the Board approve certification for this applicant. Mr. Swanderski motioned to approve. Ms. Roland seconded the motion. The vote was unanimous. Motion carried.

### **Approval of August 12, 2015 Minutes**

Mr. Kyle motioned to approve the August 12, 2015 minutes as written. Mr. Swanderski seconded the motion. The vote was unanimous. Motion carried.

### **Approval of New and Upgrade Applications**

Ms. Sansoni received a wastewater certification application from Timothy Proctor requesting a WWC1 certificate. He is employed at an industrial wastewater system and eFACTS does not have the subclass information for that system. Mr. Digilarmo stated he would follow-up with the DEP region to verify the treatment process. Mr. Kyle made a motion to approve the application conditionally upon follow-up with the DEP inspector to confirm that the treatment process is biological. Mr. Swanderski seconded the motion. The vote was unanimous. Motion carried.

The new and upgrade applications were presented to the Board for approval. Mr. Steffy motioned to issue certificates for all new and upgrade applications on the Evaluation Summary Report. Mr. Swanderski seconded the motion. The vote was unanimous. Motion carried.

### **Reciprocity Applications**

One water and five wastewater reciprocity applications were presented to the Board for approval. Mr. Sansoni gave an overview of each application and asked for questions or comments. Mr. Kyle questioned the amount of experience submitted for Terence McHugh. Ms. Sansoni explained that he submitted a large amount of paperwork and not all of the experience was sent to the Board members.

Mr. Kyle made a motion to approve all reciprocity applications with the exception of Terence McHugh. Mr. McHugh will be approved pending staff confirming his experience. Mr. Schombert seconded to motion. The vote was unanimous. Motion carried.

### **Old and New Business**

Mr. Brown presented a draft ethics training course and a draft code of ethics for certified operators. He requested the Board's endorsement. Mr. Cantwell questioned the overall purpose of the documents and the result if an operator is found to be in violation. Mr. Brown explained that the code of ethics is intended to be guidance for operators to use when applying the regulations to their daily duties.

Ms. Hissner shared concerns that the draft ethics course is specific to wastewater only. She requested that the draft training course be applicable to both water and wastewater.

Mr. Swanderski suggested that when the training course and code of ethics are finalized, it be sent to the Board members for another review and added to the agenda for the December 10<sup>th</sup> Board meeting. He also requested that Counsel and DEP program staff conduct research for the next Board meeting to ensure that there is no conflict with the regulations.

### **Board Secretary Report**

Ms. Sansoni presented the following extension requests:

Bryan Millard - is requesting an extension of his water WDE 11,12,13,14 renewal cycle, which expired on September 30, 2015. He completed his required 15 hours to renew, but did not take the mandatory security training until October 19th. He is requesting an extension because he was a caregiver for a sick family member and provided documentation. Mr. Kyle motioned to approve an extension until October 19, 2015. Ms. Roland seconded the motion. The vote was unanimous. Motion carried.

Paul Daniels - submitted an Americans with Disabilities Act request that was completed by his physician. He is requesting an accommodation to take the certification exams. Mr. Swanderski motioned to provide a reasonable accommodation for a four hour exam session on a date and at a location that is convenient for both parties. Mr. Schombert seconded the motion. The vote was unanimous. Motion carried.

### **2016 Board Meeting Dates**

The proposed 2016 Board meeting dates are:

February 10, 2016  
April 12, 2016  
June 16, 2016  
August 18, 2016  
October 13, 2016  
December 14, 2016

When the dates are published in the *PA Bulletin*, Ms. Sansoni will mail the meeting dates to the Board members.

### **Board Chair Position**

The members discussed rotating the Board Chair position. This will be re-visited at the February 2016 meeting.

### **Comments from the Public**

There were no comments from the public.

Mr. Swanderski motioned to adjourn the meeting at 11:44 A.M.