

# WYSOX TOWNSHIP MUNICIPAL AUTHORITY

**PRESENT:** William Them – Secretary/Treasurer, Robert Williams-Chairman, Tina Pickett

**ABSENT:** Thomas Henson-Vice Chairman, James Isaac

**OTHERS:** Chad Strickland – Superintendent; Chris Jones – Solicitor; Eric Cassanave – Stiffler McGraw

**VISITORS:** Ms. Anne Cowling

## **Visitor:**

Ms. Cowling addressed the board about the rate increase letter. Ms. Cowling had obtained the minutes for 2019 and has reviewed them in order to be informed of the Authority's financial issues. Ms. Cowling stated the January of 2019 minutes stated the loss for 2018 and a need for a rate increase back then; she stated she was not opposed to the rate increase she is opposed to the amount and how it was conveyed. Ms. Cowling wanted to know if there was public input on the rate increase and she is researching the Municipalities Act to find out if there is supposed to be a public meeting.

Ms. Cowling stated the minutes do not discuss cutting expenses only rate increases.

Ms. Cowling questioned the time it took to get the engineer involved and the discussions that occurred with the different rate structures; she mentioned the usage of Wysox being below DEP projections. Mr. Cassanave stated that the research on rates was thoroughly researched as she should be able to see from the minutes and DEP standards are just that; DEP sets a standard to which water suppliers build a water system in order to make it big enough to supply their customers; the Authority bases its income on projected numbers those numbers are not being obtained in Wysox.

Ms. Cowling quoted Mr. Cassanave suggesting a \$6.31 immediate increase and then looking at the numbers mid 2020; Mr. Cassanave stated he did give a lot of different scenarios to the Board during his research; Mr. Them stated that was a suggestions but our financials were giving us a different projection; our loss for 2019 was substantial and our reserve is almost depleted; we had to make a decision to keep the Authority solvent in order to pay our debt.

Ms. Cowling stated if we worked on a deficit for the last 5 years why wasn't an increase done earlier instead of the increase that was given to customers now.

Ms. Cowling mentioned ACT 13 funds to help; Mr. Them stated we could not use ACT 13 funds to service the Authority who only services approximately 40% of the Township; that is not in the best interest of the total Township.

Ms. Cowling stated that 40% of the Township has to take the burden of the system; Mr. Cassanave stated that yes only the customers using and benefiting from the system are responsible for sustaining the system.

Mr. Cassanave stated that the burden of the Authority failing to pay their debt would fall on the Township and the Township would have to burden the entire Township for the Authority's debt.

Mr. Cassanave stated that rates were researched and unfortunately we needed to raise revenue to pay the debt.

Ms. Cowling hopes there is a plan in place to keep the Authority solvent without anymore increase to the customers. Mr. Them stated that rates will increase for usage if we see an increase in our billing from TMA, but he does not foresee any increase to the base rate.

Ms. Cowling asked for a copy of the December meeting minutes which she was given.

## **Minutes:**

The minutes from the meeting held on December 20, 2019 were approved as written on a motion made by Mr. Them and seconded by Ms. Pickett, approved.

**Bills:**

The following bills for January were approved for payment on a motion made by Mr. Them and seconded by Ms. Pickett, approved. Ms. Maynard had mentioned previously per Ms. Miller with the approval of bills and our loan payment for First Citizens Community Bank our operating account balances will be \$11,000.00 plus any incoming revenue for the month.

<b>Wysox Operating Fund List of Bills:</b>	<b>January 2020</b>	<b>Amount:</b>
TMA	WWTP 2008 Penn vest Payment- 1/20	\$ 2,460.48
TMA	WWTP 2008 Penn vest Into -1/20	\$ 648.85
TMA	Administrative cost- 1/20	\$ 2,103.67
TMA	Sewer Flows (December)	\$ 16,887.60
TMA	Contracted Services	\$ 1,821.20
TMA	Penelec P.S 2,4,5,6,7	\$ 571.78
Frontier	Telephone 6 Invoices	\$ 291.47
TMA	OMNI Site PS yearly service	\$ 1,800.00
Stiffler McGraw	Inv 4 Rates & Inv 116 Grant App	\$ 429.00
Penelec	PS 1	\$ 276.94
GDDJ	Legal Svcs 12/20/19-01/15/20	\$ 532.50
<b>TOTAL:</b>		<b>\$27,823.49</b>

<b>Wysox Water Operating List of Bills:</b>	<b>January 2020</b>	<b>Amount:</b>
TMA	Water (December)	\$ 10,096.37
TMA	Contracted Services	\$ 1,868.36
TMA	Penelec Vault, PS, Penelec tank	\$ 726.25
Fairway Labs	Invoice	\$ 15.00
Stiffler McGraw	Inv 4 & Inv 116	\$ 429.00
GDDJ	Legal Svc 12/20/19-1/15/20	\$ 847.50
<b>TOTALS:</b>		<b>\$ 13,967.48</b>

**Engineer**

Mr. Cassanave was present just to see if there were any questions on the rate structure approved last month.

**Attorney:**

Mr. Jones stated that with the right to know request from Ms. Cowling that he was made aware that we do not have a open records officer; that being said Ms. Kulick is the open records officer for the Towanda Borough and TMA; since our records are kept here it would be advisable to have Ms. Kulick also be the opens records officer for the Authority. Mr. Jones presented resolution 2020-1 appointing Ms. Kulick as Wysox Township Municipal Authority's open records officer; Ms. Pickett made a motion to approve resolution 2020-1, Mr. Them seconded, approved.

Mr. Jones mentioned he met with Mr. Strickland and Ms. Maynard in reference to drafting letters to be sent to customers regarding inspections, failed inspections and connecting to the

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water system. Mr. Them stated the letters need to be sent out as soon as possible. Mr. Jones stated that the letters can be reviewed and any changes or approval can be emailed; Ms. Pickett made a motion to approve the letters to be sent out to the customers, Mr. Them seconded, approved.

Ms. Maynard requested an electronic copy of the letters.

**Superintendent:**

Mr. Strickland stated that we have been approached by Jack Manahan from Panda, they have been paying the electric bills for the Echo Beach, heat tape across the Bridge, and Pump Station 3, apparently in the transition these bills did not get transferred to the Authority, he stated the bills total approximately \$8,000.00 a year.

Ms. Pickett asked if we shop our electric supplier; Ms. Maynard asked Mr. Lane if our billing is included in his electric supplier he has for the Borough and TMA, he stated no. Ms. Pickett asked if we can shop for an electric supplier; Ms. Maynard will get the information from Mr. Lane and go from there.

Mr. Strickland stated he is ready to start inspections.

Mr. Strickland stated he is working on the Chapter 110 water report, he should have the numbers next month, and the report is due in March.

**PA Small Water and Sewer Grant:**

Mr. Jones asked if we have heard on the Grant; Mr. Strickland stated May; Mr. Cassanave stated that has been moved to July. Ms. Pickett stated that the applications received is huge, our chance of getting approved is not that good due to the fact of the amount of applicants.

**Budget:**

Mr. Them stated he has not worked on the 2020 budget; he needs Ms. Maynard to provide him with water connections and ready to serve customers, he will get with Mr. Strickland and Ms. Miller on revenue and expenses and he should have numbers by next month's meeting.

**Re Organization:**

Ms. Pickett made a motion to keep the officers the same, Mr. Them seconded, approved.

**Adjournment:**

As there was nothing further to discuss, the meeting was adjourned at 11:20 A.M.

Respectfully Submitted,  
*April Maynard*  
Towanda Borough