

The meeting of the Towanda Municipal Authority was held January 21, 2013. Mr. Walsh opened the meeting at 5:05 p.m.

PRESENT: Michael Walsh; Paul DeWitt; Richard Schmieg, Joan Grenell, Ellen Lacek, Joel Christian, Charlotte Sullivan

ABSENT: Paul Sweitzer

OTHERS: Tom Fairchild, Manager; Fred Johnson, Superintendent; Eric Casanave, Engineer; Jim Pruyne, Solicitor

The minutes of the previous meeting were approved on a motion made by Mrs. Lacek and seconded by Mr. Schmieg.

The following bills were approved for payment on a motion made by Mr. DeWitt and seconded by Mrs. Lacek.

**Sewer System**

System Bills – November 2012 \$16,091.06

**Water System**

System Bills – November 2012 \$ 8,327.37  
Stiffler McGraw & Assoc. – Inv. #25 216.00

**REORGANIZATION**

Mr. DeWitt submitted the 2013 TMA Organization as follows:  
Chairman – Michael Walsh; Vice-Chairman – Paul Sweitzer; Sec/Treas. – Paul DeWitt; Asst. Sec/Treas. – Charlotte Sullivan; Legal Counsel – James Pruyne. Compensation to be \$2200 for Legal and no fee for Sec/Treas. Mrs. Sullivan made a motion to accept the organization as submitted. This was seconded by Mr. Sweitzer. Mrs. Lacek opposed the no fee for the Sec/Treas. The motion was amended to include \$300 for the Sec/Treas. and the motion was passed.

**SEWER SYSTEM**

**2011 Flood Damage Reimbursement**

Mr. Fairchild stated we have received no money since last reported. He feels it may be time to contact our legislators, Ms. Pickett and Mr. Yaw to intercede.

**Moxie Energy**

Mr. Casanave reported that he has received a request for capacity certification of 8800 gpd for sewer and 10,000 – 60,000 gpd for water depending on drought situation. Pump Station #3 will need to be upgraded and Moxie has agreed to pay for this upgrade. The water will go through TMA on paper but Wysox TMA will be responsible for billing. There appears to be no toxic or hazardous chemicals involved. Mr. Johnson noted it will be the same as what is pulled from DuPont. Moxie will pay for the pipe to run across the river under the bridge and will be large enough to take care of any Asylum Twp. expansion. It was noted that Asylum Twp. will eventually need sewer treatment.

## Other Business

Mr. Johnson stated there is still a problem with I & I with the system. We don't have the manpower to investigate. It is the feeling that a lot is within Towanda Borough as 80% of the lines are the clay pipe. Mr. Fairchild agreed but felt the pump station areas should be looked at first since it would be more cost effective and it may be possible for Stiffler-McGraw to do smoke testing. Mr. Casanave stated they have had great success with the smoke-testing. Manholes are also a big problem as is traffic control for repairs.

## Water Sales

It was noted that water sales have dropped but are starting to pick up. New stations for bulk sales are being investigated as DEP may shut down sales from hydrants at any time. These would be card activated systems.

## Crystal Springs

The Crystal Springs SMA plans are done. The lines are secured and DEP permits are ready to go; however, there are three easements necessary for the last 300' of the line. PennDOT does not want the lines in their right-of-way. The property owners have been contacted and so far have not signed. Mr. Fairchild would like to try to get the easements in the next month and if that is not successful we may have to take by eminent domain. Crystal Springs is paying for all of this line with the exception of the engineering fees. When completed TMA will take over the line.

## Wysox Water Line

All the main water lines are installed. The meters need to be installed and the lines flushed, tested and disinfected. It is hoped the meters will be installed by mid-March and completion is successful. There has been progress over the past two months.

## Appalachian Mid-Stream Services LLC

Mr. Fairchild stated Appalachian Mid-Stream Services is asking for permission to bore a line under the road near the reservoir on Plank Road to connect to a 6" gas gathering line connection for two gas wells – one being in North Towanda and the other on Bridge Street Hill. They would pay TMA an estimated \$10,000 for permission to go under the old water line from the reservoir about 200' east of the dam. This line would be approximately 56' deep. Mr. Fairchild stated the engineer could see no problem with this line. Mrs. Lacek made a motion seconded by Mr. Schmieg to authorize Mr. Fairchild to negotiate and sign the easement for this project. The motion was passed.

## New Water Source

Test wells are being drilled on the Riverfront Park with test results for water quality due in a couple weeks. The water from this would not be directly from the river; however, a treatment plant would have to be constructed if this is utilized.

## Executive Session

An executive session was called at 6:27 p.m. to discuss delinquent accounts. The meeting was reconvened at 7:02 p.m.

There was some discussion regarding the changing of the TMA regulations regarding landlords responsibilities for water bills. The rules and regulations do not have to be advertised. Mr. Pruyne was asked to have these changes made for the next meeting. Notifications would have to be given to all landlords.

The next meeting is scheduled for February 25 at 5:00 p.m.

As there was nothing further to discuss the meeting was adjourned on a motion made by Mr. Schmiege and seconded by Mrs. Lacek at 7:10 p.m.

Respectfully submitted,

Helen Wilcox  
Recording Secretary

February 25, 2013

Towanda PA

The February meeting of the Towanda Municipal Authority was called to order by Mr. Walsh at 5:00 pm.

PRESENT: Michael Walsh, Paul DeWitt, Richard Schmieg, Ellen Lacek, Joel Christian, Charlotte Sullivan

ABSENT: Joan Grenell, Paul Sweitzer

OTHERS: Tom Fairchild, Manager; Fred Johnson, Superintendent; Jim Pruyne, Solicitor

VISITORS: James Casselberry, Casselberry & Assoc.; John Clabaugh and Brian Shura, Stiffler-McGraw Associates; Diane Siegmund, Brian McDonald, Daniel Natt

### **VISITOR COMMENTS**

Mr. Natt stated he was concerned about the water pollution pertaining to the test wells next to the river at the Riverfront Park. This topic will be discussed further later in the meeting.

Ms. Siegmund was concerned about water shortage with the water tankers being lined up. Mr. Johnson noted that this area was not in a drought status when certain areas of Bradford County were last year. He is well aware of how much is taken by the tankers and there are "trigger points" he keeps track of.

Mr. McDonald was concerned about the financing of water Wysox residents will be taking and the financing. Mr. Fairchild noted the financing for the river crossing and the water lines for Wysox residents have been paid for by grants, loans and by the Wysox residents. He also noted there is sufficient water for Wysox. Mr. Fairchild noted that since 1996 the TMA has taken the water situation into consideration and has been looking for alternative sources since that time not only for future expansion in central Bradford County but as an emergency back-up to our existing sources which are about 18 miles from each other. He noted that not only is Wysox becoming a water customer but it may be possible in years to come that Asylum Township, Rome Borough, Ulster Township and Ulster Borough and other areas may be looking to TMA for water sources. The money used for our search for new water sources is mostly being funded by the money the water tankers are paying for the water. If a water filtration site is necessary it is also hoped that these bulk water sales will fund that as well. TMA takes very seriously their water system and the water is tested regularly.

### **WATER SYSTEM**

#### **New Water Sources**

Mr. Jim Casselberry, Hydro-geologist, who has been conducting the search for new water sources for TMA, stated that any water that would be taken near the river would be water taken from the gravel under the river rather than from a pipe into the water. There has been extensive testing of these test sites and they are tested for any mineral and potential regulated contaminants known.

He noted there are three ground-water wells in Wysox that have been done on private property along with two wells on private property in North Towanda Township that have potential but also problems.

Along the Riverfront Park site there have been 12 bore holes drilled in the last six (6) months and there is an abundance of “pure” water found at the deepest level. Mr. Casselberry noted that the depth of the water in the river is not as important as the water under the aquifer. Since 2007, over 50 test wells have been drilled with manganese found in most.

Mr. Casselberry proceeded to show test results of amount of minerals and regulated substances and capacity of gallons per minute of various sites that have been drilled and reported on the ones he felt were the best. The wells in North Towanda Township are near the wells already drilled and he noted that if these wells were spaced farther apart by shutting one well down, the capacity is greater.

TMA will receive a written report from Mr. Casselberry and the engineer will look at the costs of property acquisition, pipeline costs, power line costs, etc. and report to TMA as well. It was noted that Ulster Borough has installed a filtration system similar to one that would possibly be needed if drilled at Riverfront Park.

Mr. DeWitt thanked the citizens present for their interest.

#### Minutes

It was noted that the minutes last month should note, under the “Crystal Springs” that all is being paid for by Crystal Springs except for the engineering fees “which will be paid by TMA”. Mrs. Lacek made a motion, seconded by Mrs. Sullivan to approve the minutes with the correction as noted. The motion was passed.

#### Bills

Mrs. Sullivan made a motion to approve the bills presented. The motion was seconded by Mrs. Lacek and passed.

#### 2011 Flood Damage Reimbursement

Mr. Fairchild noted that we are still waiting for payment. All the requests have been approved by PEMA totaling about \$380,000 damage to the water system.

#### Bulk Water Sales

Mr. Fairchild noted that bulk water sales for January were way down and the February receipts total \$4940 to date. As a result Mr. Fairchild is going to check with other municipalities who sell water to these contractors to determine if our rate should be changed.

Mr. DeWitt asked about the “water dispensing” system. Mr. Johnson noted the cost will be approximately \$45,000 including one day of training. This is a state contract and will not be subject to bidding. TMA staff will do the set up. This will be placed at the Towanda Township site. Mr. DeWitt made a motion, seconded by Mrs. Lacek to approve the purchase of this system plus the installation costs. The motion was passed.

### Crystal Springs

Mr. Fairchild reported that motel is under construction and the easements have been signed by the appropriate property owners. There are approximately 8 property owners within 150' of the water main and they will be invited to "hook on" to the water. The water line construction was to start this date and taps will be placed at each of the property owners' properties.

### Wysox Water

It was reported that the water meter issue has been taken care of and the contractor will be supplying them. The flushing and sanitizing of the lines is being done. It is hoped to have the system up and running by the first part of April with the notices to connect being sent at that time. Liquidated damages are being discussed.

### Midstream Access

The status of this project is not clear at this time.

### Other

John Clabaugh and Brian Shura from Stiffler-McGraw Associates were available to discuss the Casselberry presentation. Mr. Clabaugh stated he is not comfortable recommending any of the sites at this time. They will evaluate the reports presented and determine the most cost effective solution. It is hoped they will have something to report by the April meeting. Mr. DeWitt made a motion, seconded by Mr. Christian to have Stiffler-McGraw Associates proceed with the scope of work. The motion was passed.

### Executive Session

An executive session was called at 7:06 p.m. The regular meeting was reconvened at 7:30 p.m.

It was suggested the property owners involved with the test sites be approached again regarding property acquisition.

## **SEWER SYSTEM**

### 2011 Flood Damage

Mr. Fairchild noted the damage at the treatment plant was \$492,000 of which \$184,000 has been received. Reimbursement of the balance appears good at this point.

### Moxie Energy

There is nothing new to report at this time.

### Chemical Pump revision

Mr. Fairchild reported the Milnes Co. has submitted a lump sum price of \$16,990 to replace the existing PACL & Ferrous Sulfate feed pumps and relocation from inside the tank dike wall area to inside the chemical building. Mrs. Lacek made a motion to approve this recommendation. The motion was seconded by Mr. DeWitt and passed.

#### Rules & Regulations

Because of the late hour, Mrs. Sullivan proposed to table discussion on the changes to the Rules and Regulations until the next meeting. Any comments regarding these changes should be sent to Mr. Pruyne before the next meeting. Mr. DeWitt asked how the customers would know about the new rules and regulations and was informed a letter would most likely be sent to all involved.

#### Adjournment

Mrs. Lacek made a motion to adjourn at 7:47 p.m. Mrs. Sullivan seconded the motion and it passed.

Respectfully submitted,

Helen L. Wilcox  
Recording Secretary

March 18, 2013

Towanda PA

The March meeting of the Towanda Municipal Authority was called to order by Mr. Walsh at 5:00 pm.

PRESENT: Michael Walsh, Paul DeWitt, Richard Schmieg, Ellen Lacek, Joel Christian, Joan Grenell, Paul Sweitzer

ABSENT: Charlotte Sullivan

OTHERS: Tom Fairchild, Manager; Fred Johnson, Superintendent; Jim Pruyne, Solicitor

### Minutes

The approval of the minutes were placed "on hold" until next month.

### Bills

The bills for the month were approved on a motion made by Mrs. Lacek and seconded by Mr. Schmieg.

### Sale of Property

Mr. Fairchild noted he had received a bid for the sale of property owned by TMA at the corner of Edgewood Drive and Hillcrest Drive. This parcel has been advertised twice with no bidders, therefore it can be negotiated. Mrs. Diane Place has requested to purchase this property for \$15,000 and contingent upon Mrs. Place being approved to build a home. Mr. DeWitt made a motion to approve the purchase of this property for \$15,000. The motion was seconded by Mr. Sweitzer and approved.

### WATER SYSTEM

#### New Water Sources

Mr. Fairchild stated we are still waiting on a cost analysis from Stiffler McGraw on the proposed sites discussed at last month's meeting. A meeting with GTP was held and they would like TMA to "get out" of the well field near their property. Two different properties have been proposed by Casselberry and Association and Mr. Fairchild has asked Stiffler McGraw and Associates to secure right of entry so we can do testing on these properties. They are located in North Towanda in a 70 acre field behind the old "P&A" property and behind the Shannon Tire location. Both are near the river. The test wells would be tested for all contaminates and if the sites are approved we could leave the wells near GTP's site. All expenses regarding this will be borne by GTP. There are two easements to be signed before the test bores can be done. If the water is sufficient, Stiffler-McGraw will also do a cost analysis on those as well. Mr. Fairchild noted that while these are in the flood plain, a suitable place for a filtration plant most likely would have to be found out of the flood plain. We do have to move quickly on this.

#### 2011 Flood Damage reimbursement

Still waiting for payment.

#### Bulk Sales

Mr. Fairchild stated payment in the amount of \$42,000 was received this morning for water sales. This amount along with the money received so far this year amounts to \$93,700. In checking with other municipalities, it was noted that sales are down throughout the area.

### Crystal Springs

It was noted the water line installation is about 40% completed. Mr. Johnson is observing this very closely. It was noted that K & D Auto Parts is interested in connecting to the water line. The outstanding sewer amount will have to be paid before the water will be tied into the main.

### Wysox Water System

Mr. Johnson noted there are a couple "dead-end" spots that were missed and need to be picked up. DEP has approved the permit status from construction to operating. The main lines are filled with water and it is anticipated that the system will be turned over to the Authority by the middle of April at the latest. The ninety (90) day Notice to Connect letters will be sent after this has been done.

### SEWER SYSTEM

#### 2011 Flood Damage Reimbursement

As with the water system, all has been approved and waiting for payment.

### OTHER BUSINESS

#### Rules and Regulations

Mr. Sweitzer made a motion to approve the Rules and Regulations, with the exception of some "typing issues", to make it the responsibility of the landowner for payment of water and sewer billing and to not allow tenants to have water and sewer billing in their names. This was seconded by Mrs. Lacek. Some discussion was held regarding how the landowners would be notified and the effective date of not allowing any more tenant responsibility. It was felt a legal notice would be placed in the newspaper and Mr. Lowenstein would be asked to write an article for the newspaper, as well as letters to be sent to the landowners. The effective date for this is June 1, 2013. Other issues regarding how to deal with security deposit returns etc., would be discussed at a later date. Mrs. Lacek asked about the possibility of having some of the outstanding bills still in property owners' names to be collected if the owner is still the owner of that specific property. Mr. Pruyne stated this could be done. The motion was passed.

#### Adjournment

Mrs. Lacek made a motion to adjourn at 7:47 p.m. Mr. DeWitt seconded the motion and it passed.

Respectfully submitted,

Helen L. Wilcox  
Recording Secretary

Towanda Municipal Authority  
April 2013 - No Meeting

The May meeting of the Towanda Municipal Authority was called to order by Mr. Walsh at 5:00 pm.

PRESENT: Michael Walsh, Paul DeWitt, Richard Schmieg, Ellen Lacek, Paul Sweitzer, Charlotte Sullivan; William Shaw

ABSENT: Joel Christian

OTHERS: Tom Fairchild, Manager; Fred Johnson, Superintendent; Jim Pruyne, Solicitor, Kyle Lane, Manager

Kyle Lane was welcomed to the meeting as the future Borough Manager. He will take the position on June 3, 2013 and was wished well by all the members.

### Minutes

The approval of the March minutes were passed with a motion made by Mrs. Sullivan and seconded by Mrs. Lacek .

### Bills

The bills for the month were approved on a motion made by Mrs. Lacek and seconded by Mr. Schmieg.

### Water System

#### 2011 Flood Damage reimbursement

Still waiting for payment.

#### Bulk Sales

Mr. Fairchild stated sales are slowly picking up. The new filling station has not arrived yet and DEP has not banned the hydrants, as yet. The reasoning for the filling stations is believed to be for security, accountability, more control and a public record for the amount of sales. Recycling of on-site water and “ponds” may be other reasons for the decrease in sales.

Mr. Sweitzer asked if we were receiving and lease money from the “springs”. Mr. Fairchild stated we have received some but not a lot. There is a company that would like to purchase land at \$6,000 per acre. Mr. Pruyne will look into this further to see if it is for the mineral and oil rights of the land as well. Mr. Sweitzer felt this was a higher amount per acre than he has seen and would suggest we not do anything at this time.

#### Crystal Springs

Mr. Casanave stated the water line was accepted and dedicated on May 9, 2013. There is a “punchlist” that needs to be completed within 150 days of the acceptance which would be October 6, 2013. This includes an outside extension valve which would enable us to extend the line. There are several properties wishing to connect to the water line. Notices will be sent to those property owners.

### Wysox Water System

The Wysox system was substantially completed on May 15<sup>th</sup>. Paving and restoration of property areas need to be completed. Notice to connect letters will be sent this week. It has not been decided who will be doing the inspections – Mr. Johnson and his crew do not have the time to do them. The internal plumbing will have to be inspected as well as the connection of the service line to the meter. Possibly a part-time inspector will be hired by WTMA. Mr. Lane asked if this person would have to be certified? Mr. Johnson said this person would need to be trust-worthy and would be paid time and material.

### History of Water System

Mrs. Elaine Burgess Engisch has been doing research of the water system pre-1879 to 1950 and is now interested from 1950 to now. She would also like a tour of the facilities and plans to make a presentation at the County museum next year.

### Monroe Water Line

Regarding the concern of the road work being done by PennDot in Monroeton, Senator Yaw's office stated PennDot has no money to relocate the galvanized pipe throughout. It was noted work of this nature has been done elsewhere with success. As construction progresses the contractor will listen for leaks and it will be up to them to make repairs.

### Miscellaneous

Regarding the landlord ordinance which will remove the names of the tenants on water and sewer bills, the property owner is responsible. Mr. Pruyne felt some of the past due balances are uncollectable but we should proceed to try to recoup some of the bills owned by current property owners.

Mr. Walsh stated Mr. Christini, Chairperson of the Borough Council, would like to see a listing of the TMA members on the web-site. He would also like to have the current rules and regulations updated in the Code of the Borough of Towanda.

## **SEWER SYSTEM**

### 2011 Flood Damage Reimbursement

As with the water system, all has been approved and waiting for payment.

### Sale of Hillcrest Drive Property

Mr. Pruyne noted the deed had been signed for the sale of this property.

There was also a memo from Representative Robert Godshall regarding legislation to amend Title 53 to provide greater transparency over municipal authority acquisitions. Section 5613 of Title 53 addresses the transfer of private, municipal or school-district owned facilities to a municipal authority. Current law states that a municipal authority seeking to acquire additional facilities must only obtain approval from member municipalities to move forward with the purchase. His bill would require municipal authorities to hold an advertised public meeting and clearly demonstrate the anticipated or projected benefit the acquisition would have for current ratepayers, including but not limited to rate reduction, improved

service quality, and increased service reliability. It would also require the anticipated benefits be published in the record meeting minutes. By doing this, the authorities would be held to a higher degree of public accountability. Mr. Pruyne was bothered by more regulations as well as the term “transparency” being used many times.

Mr. Fairchild noted that employee Rob McMahon has been placed on permanent disability. There is no one “in-house” interested in his position, however, there have been some good candidates who have applied for this position.

#### Executive Session

At this time the meeting was called into executive session at 6:05 p.m. The meeting was called back into session at 6:19 p.m. In summary, the Executive Session was called regarding the ongoing search in the Towanda/Wysox area for a new water supply which would involve private property in North Towanda Township.

#### Adjournment

Mrs. Lacek made a motion to adjourn at 6:25 p.m. Mr. Sweitzer seconded the motion and it passed.

Respectfully submitted,

Helen L. Wilcox  
Recording Secretary

Towanda Municipal Authority  
June 2013 - No Meeting

July 15, 2013

Towanda, PA

The July meeting of the Towanda Municipal Authority was called to order by Mr. Walsh at 5:00 pm.

PRESENT: Michael Walsh, Paul DeWitt, Richard Schmieg, Charlotte Sullivan, William Shaw

ABSENT: Joel Christian, Ellen Lacek, Paul Sweitzer,

OTHERS: Tom Fairchild, Manager; Fred Johnson, Superintendent; Jim Pruyne, Solicitor, Kyle Lane, Manager, Eric Casanave, Stiffler-McGraw, Casselberry

There were no visitors present.

### Minutes

The approval of the June minutes were passed with a motion made by Mr. Schmieg and seconded by Mrs. Sullivan.

### Bills

The bills for the month were approved on a motion made by Mrs. Sullivan and seconded by Mr. Schmieg.

### Water System

#### Water Source UpDate

Because of possible litigation with private property owners, an executive session was called at 5:50 p.m. and the meeting was reconvened at 6:46 p.m.

#### Eilenberger Springs

Milnes Co. had to repair the basement wall at the spring pump house as a result of surface water was leaking into it. Mr. Lane said it was completed today and they did an excellent job.

#### 2011 Flood Damage reimbursement

Still waiting for payment.

#### Bulk Sales

The station is in but not on-line as yet. The tap was made on Friday and the pad has to be installed along with power. Bulk sales are still on the low side but starting to pick up a little. DEP is requesting an amendment to the Water Supply Permit to include bulk water sales.

#### Wysox Water System

The final paperwork is being worked on for this project. The SCADA information is operational. Final inspection was made on July 2<sup>nd</sup> with some minor things to complete.

### Monroe Water Line

Mr. Johnson noted there were 2 service lines in Monroeton that were leaking and it did not come to view until the concrete was removed from them. The tap for the Dandy Mini Mart in Monroeton has been complete and two hydrants were replaced.

### **SEWER SYSTEM**

#### WWTP UV System

The UV system at the treatment plant needs some repairs. The seams of the troughs are leaking and the Milnes Co. has agreed to come and weld the inside and outside seams of the troughs. The cost for this is approximately \$5490.

#### 2011 Flood Damage Reimbursement

Still awaiting payment.

#### Woodside Sewer

Mrs. Sullivan has asked Mr. Fairchild for some information regarding this project. There are approximately 12 residences which would be affected by this and the cost is about \$600,000. This amount would be to exorbitant for the persons involved to pay and there do not appear to be any CDBG funds available for this. If the authority paid for the project it would involve a slight increase in cost to the sewer rates; however there is legislation which may prevent others than those involved to bore the cost of this project. Mrs. Sullivan stated Towanda Township is considering using "gas" monies to help with this project. The sewage now is just running into a ditch as it has since the "bridge" was replaced.

#### Other Business

Regarding the Mineral Acquisition Company request for purchasing some of our property, it was felt that we should hold on this. Mr. Lane noted he has also received a letter showing interest in purchasing the rights to 15 acres near Plank Road Reservoir from another company. Mr. Pruyne did not feel these could be sold without bidding when and if it is decided to sell.

#### Truck Purchase

Mr. Lane reported last year, 2012, there was money budgeted to purchase a new dump truck for the WWTP but it was never used. The truck is needed and Mr. Lane is requesting approval to purchase a diesel Freightliner truck from Bradco Supply through a state contract at a cost of \$121,000. There is money available for this purchase. Mr. Schmieg made a motion, seconded by Mr. Shaw to purchase this vehicle. The motion was passed.

Adjournment

As there was nothing further to discuss, Mr. DeWitt made a motion to adjourn at 7:30 p.m. Mr. Schmieg seconded the motion and it passed.

Respectfully submitted,

Helen L. Wilcox  
Recording Secretary

Towanda Municipal Authority  
August 2013 - No Meeting

# Towanda Municipal Authority

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September 16, 2013

The September meeting of the Towanda Municipal Authority was called to order by Mr. Walsh at 5:00 p.m.

PRESENT: Michael Walsh, Paul DeWitt, Richard Schmieg, Charlotte Sullivan, Ellen Lacek

ABSENT: Joel Christian, Paul Sweitzer, William Shaw

OTHERS: Tom Fairchild, Project Manager; Jim Pruyne, Solicitor; Kyle Lane, Manager; Eric Casanave, Siffler-McGraw

There were no visitors present.

## **Minutes**

The July minutes were approved on a motion made by Mrs. Lacek and seconded by Mrs. Sullivan.

## **Bills**

The bills for the month of August were approved on a motion made by Mrs. Lacek and seconded by Mrs. Sullivan.

## **WATER SYSTEM:**

### **Water Source Update:**

Mr. Lane noted that there are two properties in North Towanda that are presenting very appealing potential locations for highly productive wells and/or water treatment plants. Both properties would require crossing railroad tracks with water lines. Mr. Dewitt stated that he would like to be taken to the properties to see where exactly they are located to give Authority members a better idea of the discussion points at hand. Mr. Pruyne added that due to budgetary restrictions, if either property is acquired, Oil Gas & Mineral rights should not be purchased.

Mr. Casanave presented a memorandum outlining cost estimates of developing potential well sites. There were four options listed in the cost breakdown, one of which would leave water production where it is currently, the other three would boost production, providing an extra 1,000,000 gallons of water per day. Mr. Casanave will be conducting further research to determine costs of purchasing pumps for each option. Mr. Pruyne will discuss land acquisition costs with Robert Benjamin.

Two highly productive options are located close to surface waterways, which may cause D.E.P to deem the well water to be surface water. Mr Casselbury conducted research on the properties during flooding and has proof that at least one of the two properties' wells were not affected in any way due to surface conditions. Mr. Fairchild suggested that we present the possibility of using this property to D.E.P. using the

# Towanda Municipal Authority

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September 16, 2013

graphs proving that there was no disruption to see if they'll consider it a ground source rather than surface water. Both properties show potential for future additional well development if needed.

There is an additional property located in Wysox that showed great potential for a filtration plant due to location and topography. This would provide ease of access to well sites should the Riverfront well sites be selected. The exact size of the property and ownership have not been researched as of yet, but Mr. Casanave will be pursuing this option further.

Mr. Walsh asked Mr. Casanave to determine estimated operating cost per 1,000 gallons through a filtration plant. Mr. Casanave explained that he would do this by calculating various rates with a constant base cost. In essence, producing more water would cost less per gallon because the electricity to power the plant will be the same regardless of how much water actually passes through.

## **Wysox Water Project:**

Mr. Lane stated that around 250 water and sewer hook-ups are completed in Wysox. There are approximately 50 left to be connected.

## **Bulk Station:**

Mr. Lane informed that the Bulk Station is now operational. An inspector from D.E.P will be here Monday 9/23/13 to give final approval. After meeting with him, we should be able to begin selling.

## **FEMA/PEMA Payment:**

98% of money for flood damages have been received from FEMA/PEMA in the amounts of \$387,132 for water and approximately \$68,000 for sewer. We are approximately \$13,000 short on having everything paid off completely.

## **SEWER SYSTEM:**

### **WWTP UV System:**

The UV system at the treatment plant has been repaired. To repair the leaks, the plant was shut down for a few hours at approximately 9:00 p.m. Some water was drained from the plant, however, no untreated water was released into the river.

### **Woodside Sewer:**

Mrs. Sullivan stated that due to budgetary restraints, Towanda Township will not be able to continue with the Woodside project.

# Towanda Municipal Authority

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September 16, 2013

## **OTHER BUSINESS:**

### **Traffic Light Cameras:**

The traffic light camera project is making progress. A resolution was required for each light before sending applications to PennDot. After applications are submitted and approved, the installation will be underway. The cameras will not be utilized to take pictures of traffic violations, but will be used solely to control traffic signals.

### **Adjournment:**

As there was nothing further to discuss, Mrs. Lacey made a motion to adjourn which was seconded by Mrs. Sullivan and passed by all.

Respectfully Submitted,

Jillian Vanderpool  
Recording Secretary

# Towanda Municipal Authority

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October 21, 2013

The October meeting of the Towanda Municipal Authority was called to order by Mr. Walsh at 5:00 p.m.

PRESENT: Michael Walsh, Paul DeWitt, Richard Schmeig, Charlotte Sullivan, Joel Christian, Paul Sweitzer, William Shaw

ABSENT: Ellen Lacek

OTHERS: Jim Pruyne, Solicitor, Kyle Lane, Manager, Fred Johnson, Supervisor

There were no visitors present.

## **Minutes**

The September minutes were approved with a modification made by Mr. Johnson on a motion made by Mrs. Sullivan and seconded by Mr. Schmeig.

Modification: The UV system at the treatment plant has been repaired. The plant was shut down for a few hours at approximately 9:00 p.m. and some of the water was drained, however, no untreated water was released into the river.

## **Bills**

The bills for the month of September were approved on a motion made by Mr. Sweitzer and seconded by Mrs. Sullivan.

Mr. Dewitt apologized for missed submission of Annual Report, however, unanimous confusion was admitted and no one was entirely certain which report was missing. Upon further discussion, it was assumed that the report most likely pertains to the audit which Mr. Fairchild is working on.

## **New Water Source**

Mr. Lane is taking a group to GTP Thursday to determine their needs and the course of action that they're hoping to take. They will essentially be the determining factor in which route we take.

Property appraisals were received from Robert Benjamin Realty, placing a value of \$49,100 on property #1 which includes 23 acres and a value of \$191,000 on property #2 which includes 89 acres. Both properties lie entirely in the floodplain.

Mr. Pruyne stated that current owner of property #1 claims to have had interest from someone else who offered twice the amount of money Mr. Benjamin assigned to the property.

Property #1 has the capability to pull 2,700 gallons per minute from a single well, with potential for additional wells to be developed. Mr. Lane stated that he feels this is the clear direction to go. Currently, we are pulling about 900 gallons per minute from all wells combined, so this one well alone would triple production.

# Towanda Municipal Authority

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Mr. Walsh reminded all that the issue with both property #1 and #2 is the required treatment plant which would cost a substantial amount of money, estimated to be around \$8 million.

Mr. Casselbury has scientifically proven that both properties produce good water and are unaffected by the river activity, however, due to geographic location, DEP will require a treatment facility.

If GTP does not show any immediate interest in us lifting limitations on their usage and leaving our existing well site, we have the potential to develop a well on our property which would not require a treatment facility and would cost around \$400,000. This option, however, would only possess the capability to produce an additional 300 gallons per minute.

Mr. Lane stated that depending on what GTP wants, they'll have to financially assist, particularly if they want to acquire our property with the current wells on it.

Mr. DeWitt asked about plans for developing wells across the river. Mr. Lane responded that we are interested in it, but not as an immediate plan.

Mr. Long showed the authority the locations of property #1 and property #2 on a map. Mr. Christian pointed out that property #1 is North far enough that chemical discharge would not leak into the water.

Mr. Sweitzer suggested that we still purchase property #1, regardless of what GTP decides. This will allow us to have the potential to develop a massively productive well if the need arises in the future for additional water.

Mr. Pruyne was given permission to spend up to \$150,000 with oil, gas and mineral rights to the property or \$110,000 without rights to acquire property #1 on a motion set forth by Mr. Sweitzer and seconded by Mr. Walsh.

## **Bulk Water**

Mr. Lane informed that DEP had issued approval on the bulk station. Hopes are that water sales will increase when natural gas drilling begins again.

## **Wysox Water**

Mr. Johnson stated that we are around 80% - 90% complete with the water system. An additional 90 day extension has been granted which will expire at the end of November. Anticipated completion for the project is next spring.

## **Sewer System**

1. College Run- Repairs to Third Street have begun. There is a sewer line that runs through the project with a tree growing over it. Mr. Haight will attempt to remove the tree and replace leaking section of sewer. Approval from FEMA was given, so everything will be fixed.
2. Mix Run- There is a sewer line going through the center of this project. Mr. Fairchild estimated it would cost about \$500,000 to replace the sewer line. Mr. Lane stated that there has been much consideration regarding replacing the sewer line with insulated pipe and placing it within the parking garage behind the old jail. Without elevating the

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line, a pump station will be required. Placing the pipe inside the parking garage should correct infiltration issues.

## **Budget**

Mr. Lane informed that the budget for 2014 had been started. Mr. Fairchild has been helping Mr. Lane to formulate the budget. Mr. Lane is hoping to have a rough draft of the TMA Budget to be presented at the November meeting.

A division order was signed to Chesapeake for the old reservoir off Plank Road. There are approximately 15 acres in an "Elevation Unit". We will be receiving royalties from this property.

Mr. Walsh presented the idea of contracting someone long term to perform audits in a timely manner. Mr. Sweitzer cautioned about cost. Mr. Lane stated that the new software should make it much easier to perform audits, as all the information will be stored in one place.

## **Adjournment**

As there was nothing further to discuss, a motion to adjourn was made by Mr. Sweitzer and seconded by Mr. Walsh at 6:15 p.m.

# Towanda Municipal Authority

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November 18, 2013

The November meeting of the Towanda Municipal Authority was called to order by Mr. Walsh at 4:59 p.m.

PRESENT: Michael Walsh, Paul DeWitt, Richard Schmeig, Charlotte Sullivan, Joel Christian, Paul Sweitzer, William Shaw, Ellen Lacek

ABSENT:

OTHERS: Jim Pruyne, Solicitor, Kyle Lane, Manager, Fred Johnson, Supervisor

There were no visitors present.

## **Minutes**

The October minutes were approved on a motion made by Mr. Sweitzer and seconded by Ms. Sullivan.

## **Bills**

The bills for the month of October were approved on a motion made by Mr. Shaw and seconded by Mrs. Lacek.

## **New Water Source**

An executive session to discuss progress made with a potential new water source was called at 5:02 p.m. and ended at 5:23 p.m.

Mr. Casanave presented a memo and analysis to show updated costs of proposed new water sources which will be reviewed by authority members and discussed with Mr. Casanave or at the next meeting.

## **Panda Liberty**

Mr. Casanave attempted to clear any confusion that TMA members may have regarding Panda Liberty becoming a Wysox Water and Sewer customer. He explained that Asylum sewer planning was followed, during which Panda had to prove that they could supply water and sewer. The sewer end of planning will require an intermunicipal agreement which WTMA, Wysox Township and Asylum Township will be a part of. Panda explored different options such as digging their own wells and pulling water from the river, however, due to cost they are considering becoming a Wysox water and sewer customer.

PennDot has issued a permit which will allow the bridge to be utilized to extend lines from Wysox into Asylum township. They anticipate needing 60,000 gallons per day. Mr. Fairchild wrote a letter that water would be pulled from TMA sources, but would pass through the WTMA system, making them a Wysox customer. Towanda will still bill Wysox for the water used by Panda.

## **Bulk Water**

Mr. Johnson stated that bulk water sales are still low and are not expected to dramatically increase until the gas industry flares up again. Mr. Lane confirmed that the building is up and operational and all approval has been granted. Mailers will be sent to companies this week.

## **Wysox Water**

Mr. Casanave informed all that the main line is complete and people are working on connecting to the main. Currently, there are about 80 customers left to connect. Mr. Dewitt stated his concern with customer reactions

# Towanda Municipal Authority

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**November 18, 2013**

to the water bills. Mr. Casanave confirmed that there had been some shock at the bills because Wysox residents had never used metered water before so they had no idea how much they were actually using in a month. This shock is expected to wear off as times goes by. The water connection deadline was extended at the most recent WTMA meeting until April 2014 due to winter weather.

Mr. Johnson informed all that currently, only about 50% of our goal for water sales to Wysox are being met. Once everyone is connected, he is expecting we will have about 65% of our anticipated sales. Mr. Sweitzer expressed concern about the impact on TMA's budget due to lower revenue than anticipated. Mr. Lane informed all that the budget hadn't been based on a specific amount of sales because the project wasn't actually effective until about halfway through the fiscal year. It will be incorporated into the 2014 budget since there is now a fairly accurate view of the actual usage.

## **Sewer System**

1. College Run- The pipe was placed today and the large tree that had damaged existing lines had been removed. The pipes are repaired and will hopefully correct multiple back-up issues that had been occurring regularly.
2. Mix Run- The sewer will be intersected behind the museum and be run by gravity under the driveway of the parking garage. The building will not be on top of any section of the sewer line. This particular sewer line does carry substantial volume. It will still be under buildings on the east side of main street and man hole access will be installed.

## **Budget**

Mr. Lane and Mr. Fairchild began working on the TMA budget last week and will continue to work throughout the week. Mr. Lane reminded all that the next meeting will be Friday, December 20, 2013 at noon to review and approve the budget.

## **Adjournment**

As there was nothing further to discuss, a motion to adjourn was made by Ms. Lacey and seconded by Mr. Sweitzer at 6:34 p.m.

Respectfully Submitted,  
Jillian Vanderpool  
Recording Secretary

# Towanda Municipal Authority

December 20, 2013

The December meeting of the Towanda Municipal Authority was called to order by Mr. Walsh at 12:00 p.m.

PRESENT: Michael Walsh, Paul DeWitt, Richard Schmeig, Charlotte Sullivan, Joel Christian, William Shaw

ABSENT: Ellen Lacek, Paul Sweitzer

OTHERS: Jim Pruyne, Solicitor, Kyle Lane, Manager, Fred Johnson, Supervisor, Eric Casanave, Engineer, Mr. Lowenstein, Daily Review

Visitors: Ed Barrett

## **Visitors**

Ed Barrett 507,507 ½ South Main St. Resident also submitted letter to Authority in reference to flooding in basement that damaged belongings. Mr. Lane informed resident that his letter has been submitted to insurance and he will keep in contact with resident on outcome.

## **Minutes**

The November minutes were approved with amendments on a motion made by Mr. Shaw and seconded by Ms. Sullivan, approved.

## **Bills**

The bills for the month of November were approved on a motion made by Ms. Sullivan and seconded by Mr. Shaw.

## **New Water Source**

Mr. Lane states a sales agreement on Roberts's property 23 acres was approved. Second property we have not yet made an agreement on. Mr. Lowenstein was informed to speak with Mr. Lane after the meeting to get the specifics on the properties.

## **Budget**

Mr. Lane informed board there will be a 4% increase in water and 8% in sewer services this will bring the rates back to 2008 prices. Prices will be \$4.03 per thousand for water and \$9.28 per thousand for sewer. Bulk sales are down 70-80% from recent years we predict 231,000 in sales. The budget is a "business as usual budget", increase in health insurance and workers comp insurance. Discussion made on wages Mr. Lane stated the Union contract has yearly increases this contract does not go back for negotiations until 2015.

Mr. Lane stated WTMA informed of increase in their meeting. Mr. Lane stated that WTMA is charged the same for water as any customer would pay; sewer is at a different rate.

Mr. Lane discussed new lead free regulation that will increase our prices approximately 30%. Mr. Johnson clarified we would not be replacing existing fittings this only effects new/replacement fittings.

Mr. Lane stated that the FEMA reimbursement is not part of the budget for 2014.

Mr. Johnson was asked about equipment needed in 2014, he stated no big ticket items are needed.

Mr. Johnson and Mr. Lane were asked about energy savings, Mr. Johnson stated he has not seen the decrease but would assume as the blower is not always running we should eventually see a difference.

# Towanda Municipal Authority

December 20, 2013

Mr. Lane stated our main focus for this year will be collecting on delinquent accounts; Mr. Pruyne stated he needs an updated list in order to pursue this. Mr. Johnson stated collection procedure bill due in 30 days, a 2<sup>nd</sup> notice is sent, a shutoff notice is sent and then the solicitor receives.

Mr. Lane discussed a meeting he had with PMAA members he stated it was discussed that there was a statute of limitations on collections. He stated members discussed areas in reference to collection procedures.

Mr. Lane discussed the possibility of refinancing loan for sewer plant.

Motion to approve budget and rate increase made by Paul DeWitt seconded by Bill Shaw, approved.

## **Audit**

Mentioned that audit not done by Tommy Thompson, it has been promised by year end.

## **Software Update**

Mr. Walsh requested an update on the software, Mr. Lane stated Payroll/AP will be up on January 1<sup>st</sup> and other portions will be up in March, 2014.

## **Billing Issues**

Mr. Pruyne asked that we discuss our billing issues in recent months. Mr. Lane stated our issues in regards to meter uploading, manual entries having to be done and still having accounts without reads. Mr. Pruyne requests that Mr. Lane discuss with Mr. Lowenstein our issues so that maybe it can be put in the paper.

## **Wysox Water**

The water connection deadline was extended at the most recent WTMA meeting until April 2014 due to winter weather. Mr. Johnson stated 40 to 50% of connections complete; the Plaza is not yet hooked up.

## **Stiffler and McGraw**

Mr. Casanave presented retaining contract it contained a 4% increase in rates. Motion made by Ms. Sullivan and seconded by Paul DeWitt, approved.

## **Meetings**

Next year's meeting dates submitted by Mr. DeWitt, every 3<sup>rd</sup> Monday except for February, and December.

## **Reorganization**

A question on reorganization brought up and tabled until 1<sup>st</sup> meeting of year.

## **Adjournment**

As there was nothing further to discuss, a motion to adjourn was made by Mr. Shaw and seconded by Ms. Sullivan at 1:08 p.m.

Respectfully Submitted,  
April Maynard  
Recording Secretary