

# WYSOX TOWNSHIP MUNICIPAL AUTHORITY

Due to the Covid 19 pandemic and the CDC's recommendation for restrictions on group contact the regular meeting was held at the Towanda Municipal building but visitors were requested to attend via teleconference.

**PRESENT:** William Them – Secretary/Treasurer, Tina Pickett, James Isaac

**ABSENT:** Robert Williams-Chairman, Thomas Henson-Vice Chairman

**OTHERS:** Chad Strickland – Superintendent; Chris Jones – Solicitor; Eric Cassanave (via teleconference)– Stiffler McGraw

**VISITORS:** John Smeckenbecher ( via teleconference)

## Visitor:

Mr. Smeckenbecher had a question for Wysox Township that was addressed by Mr. Them.

## Minutes:

The minutes from the meeting held on April 17, 2020 were approved as written on a motion made by Mr. Isaac and seconded by Ms. Pickett, approved.

## Bills:

The following bills for May were approved for payment on a motion made by Ms. Pickett and seconded by Mr. Isaac, approved.

<b>Wysox Operating Fund List of Bills:</b>	<b>May 2020</b>	<b>Amount:</b>
TMA	WWTP 2008 Penn vest Payment- 5/20	\$ 2,481.51
TMA	WWTP 2008 Penn vest Into -5/20	\$ 627.82
TMA	Administrative cost- 5/20	\$ 2,103.67
TMA	Sewer Flows (April)	\$ 16,690.45
TMA	Contracted Services	\$ 2,884.84
TMA	Penelec P.S 2,4,5	\$ 468.55
Frontier	Telephone 6 Invoices	\$ 287.80
The Daily Review	Legal Notice	\$ 15.40
Mid Atlantic Pump	Grinder pump	\$ 1,820.00
Hans – Joachim & Barbara Lunk	Customer Refund	\$ 81.12
<b>TOTAL:</b>		<b>\$ 27,461.16</b>

<b>Wysox Water Operating List of Bills:</b>	<b>May 2020</b>	<b>Amount:</b>
TMA	Water (April)	\$ 8,984.16
TMA	Contracted Services	\$ 1,363.81
TMA	Penelec Vault, PS, Penelec tank	\$ 773.86
TMA	AT & T (Scada)	\$ 110.88
PA Dept Environmental Protection	Annual Drinking water chapter 109	\$ 2,000.00
The Daily Review	Legal Notice	\$ 15.40

Fairway Labs	Lab	\$ 30.00
<b>TOTALS:</b>		<b>\$ 13,278.11</b>

**Engineer:**

Mr. Cassanave stated he is just attending meeting to answer any questions if needed.

Mr. Cassanave mentioned he had emailed the Board after last month’s meeting the information from Penn Vest deferring payments due to the pandemic; he had only heard from Ms. Pickett; he asked if the Board was interested he would further research the issue. The Board agreed to have Mr. Cassanave look into the deferment; Mr. Cassanave stated he will contact Susan for particulars on the loan and get back to the Board.

**Attorney:**

Mr. Jones presented the updated Rates and Fees for the Water and Sewer System with items discussed in last month’s meeting:

Inspection fee: “not to be less than Fifty Dollars (\$50.00)

The following was added:

2. Any and all attorney’s fees and collection costs for the enforcement of any of the Rules and Regulations set forth by the Authority.
3. Any and all costs incurred by the Authority, including but not limited to attorney’s fees, inspection costs, engineering costs and/or construction costs, for any violation of the Authority’s Rules and Regulations including the costs to fix and/or correct the violation and any damage done to any parts of the Authority’s Water and Sewer System.
4. Any and all costs incurred by the Authority to locate, inspect, meter and correct any improper infiltration into the Authority’s Water and Sewer System.
5. Any and all costs incurred by the Authority for any damage done to any grinder pumps that are owned by the Authority including the cost for the necessary replacement of any grinder pumps that are due to a violation of the Rules and Regulations.
6. Any and all costs incurred by the Authority in relation to any penalty imposed due to a violation of any of the Authority’s Rules and Regulations.
8. The Authority hereby incorporates any rates, fees, and or costs as set forth in any other Resolution and/or Rule or Regulation that was passed by the Authority as if said terms were set forth herein at length.

Ms. Pickett made a motion to approve Resolution 2020-2 Rates and Fees for Water and Sewer, Mr. Isaac seconded, approved.

May 15, 2020

**Superintendent:**

Mr. Strickland stated that we have a problem at pump station 1; the transfer switch is inoperable. To fix the transfer switch \$2,900.00 minimum without repairing anything else that might be wrong or to purchase a new one the cost is \$5,000.00 with a two year warranty. Mr. Isaac made a motion to purchase the transfer switch, Ms. Pickett seconded, approved.

**Water Inspections:**

Mr. Them asked when we are going to resume inspections and decide on the ordinance; Mr. Strickland stated with the Covid restrictions he would like to wait to resume inspections. The Board agreed that discussion and decision on the ordinance needs to be decided as soon as possible.

**Budget:**

Mr. Them discussed the financials; our delinquent list has grown; our water revenue is down from what is budgeted.

**Delinquent List:**

Mr. Them mentioned we might want to contact the owner of the plaza on payment; Ms. Maynard stated if we don't receive payment again this month she will send an email to her contact. Mr. Them questioned GK RE; Ms. Maynard stated that Mr. Jones did send him a letter he set up payment plan but has failed to keep it.

Mr. Jones stated until we are allowed to pursue collections we might want to wait on any legal actions.

**Electric Supplier:**

Ms. Maynard stated that the company who she contacted to get electric generation supplier; Mr. Them stated if it is a year contract we should try to get the savings; Ms. Pickett wanted to get a dollar amount of savings we were only given a 7% savings. Ms. Pickett stated we can go to power switch and look at prices. The Board agreed to have Ms. Maynard contact the broker and get dollar amounts and current pricing.

**Adjournment:**

As there was nothing further to discuss, the meeting was adjourned at 10:30 a.m.

Respectfully Submitted,  
*April Maynard*  
Towanda Borough

April 17, 2020

# WYSOX TOWNSHIP MUNICIPAL AUTHORITY

Due to the Covid 19 pandemic and the CDC's recommendation for restrictions on group contact the regular meeting was held via teleconference.

**PRESENT:** William Them – Secretary/Treasurer, Robert Williams-Chairman, Tina Pickett, James Isaac, Thomas Henson-Vice Chairman

**ABSENT:**

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

**VISITORS:** Eric Winslow

## **Visitor:**

Mr. Winslow wanted to know if we had followed up on the disconnection of the wells from residences and what has been discussed on the matter. Mr. Williams informed Mr. Winslow that because of the pandemic we have not met to further discuss the issue. Mr. Winslow stated he understood that the matter will be discussed when the issue can be addressed at a regular meeting. Mr. Strickland stated he would contact Mr. Winslow when we come to a decision.

## **Minutes:**

The minutes from the meeting held on February 21, 2020 were approved on a motion made by Mr. Them and seconded by Mr. Isaac, approved. The March 20, 2020 minutes a summary in which bills were approved via email were approved on a motion made by Mr. Isaac and seconded by Mr. Henson, approved.

## **Bills:**

Mr. Them asked Mr. Strickland about the invoice for Schaedler Yesco; Mr. Strickland stated it was for 20 amp breakers to replace the 15 amp breakers for some of the grinder pumps. The following bills for April were approved for payment on a motion made by Mr. Henson and seconded by Mr. Isaac, approved.

<b>Wysox Operating Fund List of Bills:</b>	<b>April 2020</b>	<b>Amount:</b>
TMA	WWTP 2008 Penn vest Payment- 4/20	\$ 2,476.24
TMA	WWTP 2008 Penn vest Into -4/20	\$ 633.09
TMA	Administrative cost- 4/20	\$ 2,103.67
TMA	Sewer Flows (March)	\$ 17,556.04
TMA	Contracted Services	\$ 2,571.82
Penelec	P.S 1,2,6,7, Rte 187, Heat tape, Echo Beach	\$ 1,215.20
Frontier	Telephone 6 Invoices	\$ 288.82
TMA	Penelec PS 4,5	\$ 261.87
TMA	Amazon – grinder bulbs	\$ 32.97
TMA	Note A & B M&T Interest	\$ 13,483.52
TMA	Note A & B M&T Principal	\$ 16,852.48
L/B	Packing Bolts PS#7	\$ 132.00
Schaedler Yesco	Inv. S5721181.001	\$ 528.00
<b>TOTAL:</b>		<b>\$58,135.72</b>

April 17, 2020

<b>Wysox Water Operating List of Bills:</b>	<b>April 2020</b>	<b>Amount:</b>
TMA	Water (March)	\$ 10,158.08
TMA	Contracted Services	\$ 1,663.39
TMA	Penelec Vault, PS, Penelec tank	\$ 855.11
TMA	AT & T (Scada)	\$ 105.30
Fairway Labs	Invoice	\$ 15.00
<b>TOTALS:</b>		<b>\$ 12,796.88</b>

**Mr. Cassanave:**

Mr. Cassanave stated that they are still open just working from home; if he is needed just email him any questions.

**Attorney:**

Mr. Jones stated he is working from home as well but he can be contacted if needed.

**Superintendent:**

Mr. Strickland stated that we are operating on a limited crew at this time.

Mr. Strickland stated that they have had some issues at the pump stations with wipes.

**Electric Supplier:**

Ms. Maynard stated that the company gave her a quote of .55; the Board suggested we look at a different company for pricing.

**Shower Investments:**

Mr. Shover sent in a letter requesting an EDU reduction; he requested we reduce the EDU's by 15. Mr. Strickland stated that we are still getting a lot of infiltration. Mr. Them stated we may want to contact Mr. Shover and have him address the board in reference to hook up to the water system. Mr. Strickland stated he would contact Mr. Shover and he asked what we would do with the tap in fee; Mr. Williams stated the tap in fee can be put on payment plan or something to that effect but they have to pay the tap in fee.

**Welles Mill:**

Mr. Welles sent in a letter for an exception to the Water Rules and Regulations; Mr. Jones stated that since he is a commercial property he can get an exemption; Mr. Cassanave stated that our rules and regulations do state that a testable back flow preventer needs installed if they do keep a private water source. The Authority will have a master plumber do the inspection of the double back flow preventer. Mr. Strickland will look into getting three plumbers who can do the testing by next month's meeting; Mr. Jones will send a copy of the form Aqua requires to be filled out by the plumber for the testing needed to be done on the back flow preventers.

Discussion was made on actual inspection fees on return inspections; Mr. Jones stated he will look and revise our fee schedule for next month's meeting.

April 17, 2020

**Budget:**

Mr. Them discussed the financials; our delinquent list has grown; our water revenue is down from what is budgeted.

**Van Derlyke:**

Mr. Van Derlyke address the Board via an email questioning our rates and our new rules and regulations – Ms. Maynard is to respond to Mr. Van Derlyke in reference to our continued discussion on the rules and regulation and our new rate structure.

**Adjournment:**

As there was nothing further to discuss, the meeting was adjourned at 10:20 a.m.

Respectfully Submitted,  
*April Maynard*  
Towanda Borough

# WYSOX TOWNSHIP MUNICIPAL AUTHORITY

**PRESENT:** None  
**ABSENT:** None  
**OTHERS:** None  
**VISITORS:** None

Due to the Covid 19 pandemic and the CDC's recommendation for restrictions on group contact, the regular meeting was cancelled.

**Bills:**

The following bills were approved via email; Mr. Them, Ms. Pickett; Mr. Isaac, Mr. Henson and Mr. Williams all responded with approval for payment.

<b>Wysox Operating Fund List of Bills:</b>	<b>March 2020</b>	<b>Amount:</b>
TMA	WWTP 2008 Penn vest Payment- 3/20	\$ 2,470.97
TMA	WWTP 2008 Penn vest Into -3/20	\$ 638.36
TMA	Administrative cost- 3/20	\$ 2,103.67
TMA	Sewer Flows (February)	\$ 21,381.32
TMA	Contracted Services	\$ 3,341.82
TMA	Penelec P.S 2,6,7	\$ 496.52
Frontier	Telephone 6 Invoices	\$ 288.86
TMA	Horton – grinder repair	\$ 712.00
TMA	Areys – coupling adapt	\$ 42.20
TMA	Amazon - bulbs	\$ 16.98
Stiffler McGraw	Inv 117	\$ 50.00
Penelec	PS 1,3,Echo Beach, Heat tape	\$ 916.97
GDDJ	Invoice 1169	\$ 667.50
LB Water	SS elbows, Liberty Grinder pump	\$ 1,357.91
The Daily Review	Meeting Dates Legal Notice	\$ 29.85
<b>TOTAL:</b>		<b>\$34,514.93</b>

<b>Wysox Water Operating List of Bills:</b>	<b>March 2020</b>	<b>Amount:</b>
TMA	Water (February)	\$ 9,925.60
TMA	Contracted Services	\$ 1,434.91
TMA	Penelec Vault	\$ 96.47
GDDJ	Invoice 1170	\$ 667.50
The Daily Review	Meeting Dates Legal Notice	\$ 29.85
Fairway Labs	Invoice	\$ 60.00
Stiffler McGraw	Inv 117	\$ 50.00
<b>TOTALS:</b>		<b>\$ 11,964.33</b>

March 20, 2020

Respectfully Submitted,  
*April Maynard*  
Towanda Borough



# WYSOX TOWNSHIP MUNICIPAL AUTHORITY

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

**ABSENT:** Thomas Henson-Vice Chairman

**OTHERS:** Chad Strickland – Superintendent; Chris Jones – Solicitor; Bri Ostrander – Daily Review

**VISITORS:** Anne Cowling; Chris Welles; Luke Raymond; Jeremy Soper; Mark Powell; Bette Weaver; Brent Payne; Samantha Close; Dan Saylor; Sherry Jackson; Steve Radney; Donna Roof; Tim Smith; Erin Groves; Chris Roof; Marlena Goss; Tom Goss

## **Visitor:**

Ms. Roof addressed the Board on having to remove her internal plumbing for her well others in the room addressed the same issues and stated that we should have other ways of monitoring if a person is using their outside water source illegally. Mr. Jones also stated it is for the integrity of the system we cannot allow cross contamination to occur.

Mr. Powell addressed the Board on his situation and was informed by Mr. Chris Jones that since he has a farm that he can keep his private water source but he needs to submit a letter to the Board asking for an exception.

Mr. Welles also addressed the Board on failing his inspection, Mr. Jones informed him as he is a commercial property that he can submit a letter asking for an exception.

The residents were informed that only farms and commercial properties can keep a private water source and that all others need to remove all plumbing from the residence if that plumbing is fed from an outside water source.

The room addressed the Board to reconsider the ordinance since they did everything legally and are now being punished.

Ms. Cowling addressed the Board on the rate increase; she informed the Board she has contacted the PUC as well as other regulatory agencies. The Board addressed the financial situation that has occurred to create such a large increase and Mr. Them stated that until we are at a financial point of stability we cannot consider changing the current rates; he stated that once we pay off our sewer loan in 2021 we will look at rates at that time as we must remain solvent.

Ms. Weaver also addressed the Board on the increase as well as her well she using to fill her swimming pool; Mr. Them explained that looking for leaks in the residences will help with usage.

Ms. Groves addressed the Board on connection to the water system; Mr. Them stated he will get her names and numbers of plumbers who are reputable in order to get her business in compliance.

## **Minutes:**

The minutes from the meeting held on January 17, 2020 were approved as amended; under Budget it stated Mr. Williams it should have stated Mr. Them, on a motion made by Ms. Pickett and seconded by Mr. Isaac, approved.

## **Bills:**

The following bills for February were approved for payment on a motion made by Mr. Isaac and seconded by Ms. Pickett, approved.

<b>Wysox Operating Fund List of Bills:</b>	<b>February 2020</b>	<b>Amount:</b>
TMA	WWTP 2008 Penn vest Payment-	\$ 2,465.72

February 21, 2020

	2/20	
TMA	WWTP 2008 Penn vest Into -2/20	\$ 643.61
TMA	Administrative cost- 2/20	\$ 2,103.67
TMA	Sewer Flows (January)	\$ 18,563.96
TMA	Contracted Services	\$ 2,665.66
TMA	Penelec P.S 2,4,5,6,7	\$ 629.86
Frontier	Telephone 6 Invoices	\$ 292.01
TMA	LRM PS 1	\$ 123.08
TMA	Omni Site	\$ 1,516.09
Stiffler McGraw	Inv 5	\$ 66.00
Penelec	PS 1,4,5	\$ 562.35
Omni Site	PS 2 External Antenna Radio & Battery	\$ 367.00
Gannon	Bond Renewal	\$ 106.00
Bradco	Custom Sign PS 2	\$ 39.00
<b>TOTAL:</b>		<b>\$30,144.01</b>

<b>Wysox Water Operating List of Bills:</b>	<b>February 2020</b>	<b>Amount:</b>
TMA	Water (January)	\$ 9,962.56
TMA	Contracted Services	\$ 1,701.90
TMA	Penelec Vault, PS, Penelec tank	\$ 793.71
TMA	AT & T (Scada) 1/7-2/6	\$ 105.30
AT & T	Scada 2/7 - 3/6	\$ 105.30
Penelec	Tank, PS	\$ 697.70
Fairway Labs	Invoice	\$ 45.00
Stiffler McGraw	Inv 5	\$ 66.00
Gannon	Bond Renewal	\$ 106.00
Lehigh Railway	Right of Way	\$ 1,857.04
<b>TOTALS:</b>		<b>\$ 15,440.51</b>

**Attorney:**

Mr. Jones stated that he had nothing at this time.

He would like to get the list of customers who have yet to connect and who have not contacted for inspection as soon as the 30 day response time has lapsed.

**Superintendent:**

Mr. Strickland stated that we have completed the Chapter 110 report he gave the numbers to the Board our residential customer average usage is still 2,507 gallons which is low even after changing the two mobile home parks from commercial to residential; our water loss is zero as expected.

Mr. Strickland informed the Board that as of 02/20/20 he has completed 59 inspections of which 30 customers passed and 29 failed and 7 re-inspections have been done.

Ms. Maynard stated she has heard from 195 customers that have called for inspection.

February 21, 2020

**Budget:**

Mr. Them explained how he arrived at his proposed budget for 2020; Ms. Pickett made a motion to approve the 2020 budget, Mr. Isaac seconded, approved.

**Executive Session:**

The Board entered into executive session at 12:13 p.m. in reference to discussion on the water rules and regulations and remained in session until 1:12 p.m.

**Adjournment:**

As there was nothing further to discuss, the meeting was adjourned at 1:12 p.m.

Respectfully Submitted,  
*April Maynard*  
Towanda Borough

# 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

January 17, 2020

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