

Towanda Municipal Authority

February 27, 2023

The February meeting of the Towanda Municipal Authority was called to order by Mr. Walsh at 5:07 p.m.

PRESENT: Michael Angerson, Michael Walsh, Carmen Venezia, Mark Christini, Joseph Snell

ABSENT: Fred Johnson, William Shaw, Kayla Saxon, Robert Williams-WTMA Chairman

OTHERS: Lauren Hotaling, Borough Manager; Chad Strickland, Superintendent; Eric Casanave, Stiffler McGraw; Brian Shura, Stiffler McGraw

Visitors: None

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Minutes:

The January 16, 2023 meeting minutes were approved as written on a motion made by Mr. Christini, and seconded by Mr. Angerson, approved.

Bills:

The January bills were approved on a motion made by Mr. Venezia, and seconded by Mr. Snell, approved.

Solicitor Pruyne:

Ms. Hotaling stated that on Friday she received a call from Mr. Pruyne that he would be resigning from the Municipal Authority, today we received his letter of resignation the Board received a copy of his letter. Mr. Angerson made a motion to accept Solicitor Pruyne's resignation, Mr. Venezia seconded, approved. Mr. Pruyne was our solicitor since 1974.

Executive Session:

Ms. Hotaling called an executive session at 5:10 p.m. the Board remained in session until 5:17 p.m. in reference to search for new solicitor for the Municipal Authority.

Andrea McLinko:

Ms. Hotaling stated we hired Ms. McLinko as the Assistant Billing Clerk, she started February 7th and seems to be doing really good, Ms. Maynard concurred.

2022 Audit:

Ms. Hotaling stated we received the engagement from HallockShannon P.C. in reference to our 2022 audit after our meeting last month. Ms. Hotaling stated the fees for the 2022 audit is \$4,400.00. They will also be performing a single audit for our Monroeton Project but they have yet to send any documents regarding the cost of that. Mr. Angerson made the motion to approve the engagement of HallockShannon P.C. for the 2022 audit as well as the single audit that needs conducted for the Monroeton project, Mr. Christini seconded, approved.

Ms. Hotaling stated that they have already been in and started gathering information to conduct the audits.

Monroeton Water Line Replacement:

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Ms. Hotaling stated that we received the final closeout payment of \$111,725.00; we did pay Continental. Mr. Walsh asked if this project is still pending anything; Mr. Casanave stated the project is done, our as-built are completed, he will forward them to Ms. Hotaling, they will be providing an amendment for fees not expended during the project.

Mr. Walsh stated that Continental Construction has been a great contractor to work with both in North Towanda and in Monroeton. Mr. Casanave questioned Mr. Strickland if he had any issues arise with their work; Mr. Strickland stated no. Mr. Casanave stated that he has heard from Monroe Borough in regards to the paving, Mr. Casanave attended their December meeting and explained there is an one year warranty and we will revisit that after the winter months.

2018 Flood:

Ms. Hotaling stated she is still waiting to hear back on the change order; Mr. Evans with PEMA sent her an email stating he will reach out to FEMA to get an update.

Penn Dot Route 220 section 223 Project:

Ms. Hotaling stated that there is a pre-construction meeting next week with Hawbaker's. Mr. Casanave stated he thinks that the project will begin in April.

Water Loss Report:

Mr. Strickland stated that our loss for this year was 36.87%, Mr. Strickland expected it to be higher. Mr. Strickland stated we have seen an increase in water loss and he suspects service lines; in order to find them we would have to hear from a customer that they have water in their basement or send our personnel out to listen to curb stops to find the leaks. SRBC wants us below 20%. Mr. Strickland is hoping our grant is approved to get new meters and the insertion flow meters; the insertion flow meters will further help us narrow down any leaks in the main. Mr. Strickland stated that at least 20% of our loss is from the Eilenberger line from the spring to the Monroeton Rod and Gun Club. Mr. Strickland stated regardless of the grant we plan to rent the insertion meter to try to narrow down our leaks but it would be nice to purchase some if we receive the grant.

Funding:

Ms. Hotaling stated we are still awaiting to hear anything on the applications we have submitted for funding. Mr. Angerson asked when we would hear anything she stated a couple of months is what is on the website.

The H2O projects are now going to be announced in September. The local share grant maybe next month.

Sewer:

Mr. Shura presented a draft of the assessment of the WWTP. They outlined the immediate items that need addressed besides the processing component. Mr. Shura stated that after they met with Mr. Walker it became more evident the extensive needs of the plant. The assessment is broken down by architectural/structural needs, electrical, HVAC/ conditional spaces. The conditional spaces are broken down by building, headworks, chemical, ATAD, and UV. The headworks is taken out and further discussed in detail.

Mr. Shura stated that the cost and funding sources are outlined as well using Penn Vest, RUS or local loan to fund these projects.

Mr. Shura further stated they outlined immediate need items as well as long term items for example the roof at the plant needs attention, the approximate cost of the repairs is \$50,000.00 but the roof needs to be replaced within the next 5 years.

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The biggest expense will be the headworks; there is no vapor barrier and it has taken a toll on the equipment. With being unable to see behind the grit chamber but seeing the deterioration of the other equipment they can predict that could fail at any time, and there would be no grit classifier, we could consider moving it to another separate building.

Mr. Shura stated that Stiffler McGraw's recommendation is to replace the headworks, if the Authority agrees to take that route we are still looking at a couple of years before we secure funding for that project, with that being said the issues with the current screen needs immediate attention; the replacement cost for that is \$35,000.00, there is no repair for that unit it needs replaced immediately, no matter what route the Authority takes the replacement of the unit can fit in the total project whether the Authority rehabs the headworks or replaces the headworks facility, so it will be monies well spent; for the screening processes with construction and costs we are looking at \$560,000.00, with the additional equipment needed to make the unit functional.

The controls are obsolete and also need replaced and they went through the flood.

The UV system needs replaced as well but that depends on what process system the Authority goes with; Stiffler McGraw's recommendation is to bring the unit to grade in order to mediate any damage during a flood event. A process evaluation needs to be completed in order to recommend a UV unit replacement or upgrade.

Stiffler McGraw did outline projected rate increases for portions of the projects in this draft.

Mr. Shura reiterated we might not want to wait until our current debt service drops off, it may help for funding (grant vs loan) on some of the funding sources if we go after funding now.

Mr. Shura stated they did discuss in depth the issues with Mr. Walker.

A process evaluation can be done at any time as we pump after. Mr. Walsh questioned Mr. Shura on taking what we have to Penn Vest or whomever now before the process evaluation is completed to get the headworks project started as he is aware that that needs immediate attention as a whole. Mr.

Shura stated we can go to Penn Vest yes. Mr. Angerson questioned what information would be needed to be completed, would we have to do an environmental review; Mr. Shura stated at the least we have to do a Chapter 106 permit at the minimum. Mr. Shura stated our biggest issue is our footprint. Mr. Venezia asked if draft is complete as it is currently presented; Mr. Shura stated we are missing the processing components, we are waiting on vendors to get information. Mr. Walsh stated he does not think we should wait any longer, he wants the headworks, UV, and electrical components addressed now. Mr. Shura stated that the UV would depend on the processing unit we go with, but he will set up a meeting with Penn Vest to review our project.

Mr. Shura asked if the Authority wants them to complete the total evaluation, Mr. Walsh stated yes but the processing can be addressed later.

Mr. Angerson asked if a special study needs to be conducted for the process unit, Mr. Shura stated yes.

An act 537 has to be completed either way, so we can start the process now.

We are looking at 3.8-million-dollar project without the processing unit being addressed yet.

Water Main Replacement:

Mr. Strickland asked for the opportunity to replace the water main on William Street from Mix Avenue to Chestnut Street; we are looking at cost of about \$25,000.00. Mr. Miller agreed to dig it.

Mr. Strickland stated with the Board's approval the project would start in June.

Mr. Walsh asked if the Thomas Street project would interfere with the project; Mr. Casanave stated we are still waiting on a delivery time for the vault and he has not heard yet from LB Water so he thinks that is maybe in the fall at this point in time.

Mr. Angerson made a motion to approve the in-house project of the water main replacement, Mr. Venezia seconded, approved.

Adjournment

As there was nothing further to discuss, the meeting adjourned at 6:25 p.m.

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Respectfully Submitted,
April Maynard
Recording Secretary