

Towanda Municipal Authority

July 16, 2018

The July meeting of the Towanda Municipal Authority was called to order by Mr. Walsh at 5:04 p.m.

PRESENT: Michael Walsh, Paul DeWitt, Paul Sweitzer, Charlotte Sullivan, Abraham Brandt, Robert Williams-WTMA Chairman

ABSENT: Carmen Venezia, Ellen Lacek, William Shaw

OTHERS: Kyle Lane, Manager; Chad Strickland, Superintendent; Eric Cassanave, Stiffler McGraw; Brian Shura, Stiffler McGraw; Coy Goble, The Daily Review

Visitors: None

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Minutes:

The June 18, 2018 meeting minutes were approved as written on a motion made by Mr. Sweitzer and seconded by Mr. DeWitt, approved.

Bills:

The June bills were approved on a motion made by Mr. DeWitt and seconded by Ms. Sullivan, approved.

Audit:

Mr. Lane stated the 2017 financial audit is complete and in order no findings were brought to our attention; Ms. Miller keeps the books in good order.

Union Negotiations:

Mr. Lane stated that the union representative who conducts the Union negotiations is out of the office on a medical leave; they have set up a tentative date of September 10th as our first meeting date if the representative is still unavailable someone will be sent in his place to start negotiations. Mr. Sweitzer suggested Mr. Lane call and set a second meeting date so that negotiations do not interfere with the 2019 Budget.

The Teamsters is whom we purchase our health insurance and fund the union employee pension plan; we create an invoice and submit payment to the teamsters on our behalf; the Teamsters do not provide us an invoice. We are audited on a 6 year basis and they audit our payments; we have been found to have discrepancy during a time a person leaves or starts employment. They agreed to waive the health fund findings but will not waive the pension portion; approximately \$1,600.00; this amount will be split between water, sewer and Borough.

Sewer:

Mr. Lane stated that we are having problems at the sewer plant and pump station 7; we had to replace the control panel at the sewer plant at a cost of \$3,500.00; the bio filter media needs replaced at a cost of approximately \$7,000.00, the cost is for the actual product our personnel install it.

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EDA Grant:

Mr. Lane stated the EDA Grant has been submitted; this is a federal grant; it is being reviewed.

Water:

Mr. Cassanave and Mr. Shura updated the Board on the water project. They have addressed the comments that DEP and SRBC had on our applications and resubmitted to the appropriate entity.

Mr. Sweitzer made a motion to have Mr. Walsh sign an agreement with Lehigh Railway for a right of way needed to ensure our well head protection, Mr. Brandt seconded, approved.

Mr. Cassanave stated the archeological study is complete and they will allow us to keep our projected water line we will just be boring under the found sites; we are awaiting the written approval from the archeologist

Mr. Cassanave stated that we on the agenda September 2nd for the SRBC meeting. Mr. Brandt asked if we need to be there; Mr. Lane will ask Mr. Casselbury if we should attend.

Mr. Cassanave thinks we are on the projection to be on the Penn Vest October meeting; funds would be awarded in January. Mr. Cassanave suggests we address a few items so that we have them in hand instead of going to the Penn Vest meeting and having to have a meeting to address funding requirements:

- I. A resolution to apply for funding; Mr. Sweitzer made a motion that Mr. Walsh sign a resolution that allows TMA to apply for Penn Vest funding (amount currently left blank as we are awaiting the EDA grant), seconded by Ms. Sullivan, approved.
- II. A declaration to reimburse the general fund for short term borrowing, this is to insure any funds that may be borrowed during construction as we may need a line of credit; Mr. Shura stated we may need to float 3 or 4 months of payments, a schedule will be given to the Authority that will outline costs. Mr. DeWitt made a motion for Mr. Walsh to sign the declaration, Mr. Brandt seconded, approved.
- III. A letter of responsibility, basically stating we will follow the Penn Vest guidelines and reimburse the funds given by Penn Vest. Mr. Sweitzer made a motion that Mr. Walsh sign the letter of responsibility, Mr. Brandt seconded, approved.

Mr. Lane discussed along with Mr. Shura and Mr. Cassanave explained to the Board the different Penn Vest funding services.

Mr. Cassanave stated the North Towanda tank, pump station, and Vo Tech line was a separate water supply permit; it is at DEP will not be out until August 15th.

Mr. Cassanave has a cost proposal out for test borings at the tank site to see the what the soil is and load bearing for the tank as well as the crossing at Sugar Creek; spending the money now will help when going out to bid for the projects as we will have a better understanding of what will be needed to do to accomplish these projects.

The Vo Tech replacement line will have fire hydrants and locations will be discussed.

Mr. Cassanave opened up questions from the Board:

Mr. Sweitzer asked when we would go out to bid; Mr. Shura stated we go to the Penn Vest meeting in October will be awarded funding in January so after that time; we could go out to bid before but not knowing the

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funding source and requirements from the funding source it would be easier just to wait to see what is awarded and from what funding source state or federal.

Mr. Lane asked about the different projects and lumping some together; Mr. Cassanave suggested we leave the projects separate as the timeline for completion will be different; if we lump them together we might have to wait on a leg of the project to be complete to start another.

Mr. Walsh asked if the Army Corp of Engineers is involved; Mr. Lane stated that he questioned DEP and was informed no; Mr. Shura stated we already received the federal authorization for the Sugar Creek crossing for the Roberts project from the Army Corp of Engineers.

Mr. Lane discussed the right of ways particularly Mr. Mosier the biggest property we need to receive a right of way; Mr. Cassanave stated that the property is located in North Towanda and the North Towanda easements on building is where are water lines are going so there is no loss of property use. We have Mr. Mosier and another property owner left to get our right of ways.

Adjournment

As there was nothing further to discuss, a motion to adjourn was made by Mr. Sweitzer at 6:13 p.m.

Respectfully Submitted,
April Maynard
Recording Secretary