

Towanda Municipal Authority

August 16, 2021

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

PRESENT: Michael Walsh, Carmen Venezia, William Shaw, Kayla Saxon, Fred Johnson, Michael Angerson
Charlotte Sullivan, Mark Christini

ABSENT: Robert Williams-WTMA Chairman

OTHERS: Chad Strickland, Superintendent/Interim Borough Manager; James Pruyne, Solicitor; Eric Casanave, Stiffler McGraw; Phil O'Dell, Daily Review

Visitors: Paul DeWitt

Minutes:

The July 19, 2021 meeting minutes were approved as written on a motion made by Ms. Sullivan, and seconded by Mr. Angerson, approved.

Bills:

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

Water Project:

Mr. Strickland stated Lobar was up on Friday to do punch list items; for the most part most of the contractors are near completion with the exception being Urban Electric; they still need to provide generator cords, manuals and closing paperwork. The Board has already voted to approve final pay applications on the contractor's contingent on finishing the required punch list items. Mr. Angerson asked if Urban Electric has a specific time to finish the requested information; Mr. Casanave stated that time has already lapsed, they are not returning Mr. Shura's calls or responding to his correspondence; Mr. Casanave stated that we are still holding back retainage, the warranty does not start until the contract is closed, this is not delaying anything.

Mr. Strickland stated that we discussed the purchase of a flush/vac truck combo and an equipment trailer to haul the new track steer; we would be using funds left over from the Penn Vest funding. Mr. Casanave presented Penn Vest requisition #25 for \$390,229.83 for the purchase of the flush/vac truck and equipment trailer; Penn Vest has approved the purchase of the flush/vac truck and the equipment trailer is pending approval. Mr. Angerson made a motion to approve Penn Vest requisition #25, Mr. Venezia seconded, approved.

Mr. Walsh asked what funds are still available, approximately \$260,000.00; the Board discussed different scenarios to use the available funding, Mr. Casanave stated that we need to get approval from Penn Vest for any additional requests, any request must stay in the realm of the original project.

Monroeton Water Line Replacement:

Mr. Strickland stated that we were awarded a grant for \$2,234,500.00 from Penn Vest for the Monroeton water line replacement. We will have our first call with Penn Vest on August 19th to discuss the project; Mr. Walsh, Mr. Casanave, Mr. Pruyne and Mr. Strickland will be in attendance. Mr. Casanave stated they will review the scope of the project ensure we are using American steel where appropriate and Davis-Bacon wages; everything that needs to be included in the bid documents. Mr. Casanave stated we can vote tonight to take the project out to bid as soon as we have our call with Penn Vest to ensure we appropriately include items needed

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in the bid documents. Ms. Saxon approved to advertise Monroeton Contract 2021-1 when documents are ready, Mr. Johnson seconded, approved. Mr. Strickland stated we received Penn Dot's approval as they are happy to get the water main out of the roadway.

Small Water and Sewer Grant:

Mr. Strickland stated Mr. Casanave received information from himself and Ms. McGuire on items needed to size the PRV for Thomas Street. We purchased the VFD's for both pumps; Mr. Tabor is retrofitting the VFD's.

2018 Flood:

Mr. Strickland stated that Sikora Brothers is still awaiting supplies to start the project. Mr. Casanave did ask for a list of what items are needed to start the project; Mr. Casanave does not think this is a delay tactic as supplies are low throughout the industry.

Mr. Walsh asked if there is a time limit on this project; Mr. Casanave stated they had 60 days to complete the project from when it was awarded, but since we are aware of the issue, we are okay with the delay; we do have an official time extension request from Sikora which is good to have on hand.

Mr. Pruyne asked about the right of ways that were obtained for this project; Mr. Strickland stated that we received two back; one Ms. Maynard notarized, and the other was returned not notarized but signed, and Mr. Lane received two verbal authorizations. Mr. Strickland does not see an issue with the right of ways for this project.

Sewer:

Mr. Strickland stated that the new HVAC unit that we had installed is working excellent.

Mr. Walker stated that he is still satisfied with the mixer, he now has to monitor what is being transferred as the system is working efficiently.

Refund of Sewer Debt:

Mr. Strickland stated we have a rating call with S & P on August 24th, no time has been set as of today. Mr. Strickland stated he will be in State College for a water conference but will attend the call.

2020 Audit:

Mr. Strickland stated the 2020 Audit was sent to Mr. Angerson and Ms. Sullivan for review; Ms. Saxon requested a copy as well. Mr. Strickland stated we need to approve the Audit then place the condensed Audit in the paper. Mr. Angerson stated he reviewed it and did not see anything in their findings.

Sunshine Law:

Mr. Strickland stated that there is a new amendment to the sunshine law that requires us to post the agenda on our website, post the agenda at the meeting site, to have available an agenda to any citizens who may come to a meeting and discussion on any items need to be on the agenda itself.

Mr. Pruyne reviewed the amendment and we need to unsure we have items on the agenda that may require a vote or purchase.

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Water/Sewer Rules and Regulations:

Mr. Walsh stated that a citizen brought a concern on a water bill to both himself and Mr. Christini; Mr. Walsh asked if we have anything in our regulations about any compensation on water/sewer bills concerning unusual usage; Mr. Walsh stated he is aware we stopped pool fill credits but wants to ensure our regulations were amended to state that.

Mr. Johnson stated we have worked on rules and regulations in the past, he asked Mr. Pruyne if they were completed and adopted. Mr. Pruyne stated he thinks we did adopt then and he knows we have had discussion on this issue in the past.

Mr. Christini stated we just need to educate our staff on the rules and regulations as the citizen stated they heard two different answers on this issue, we need to be consistent on the issue. Mr. Christini stated we as a Board need to set the policy and our employees need to be educated and follow that policy.

Mr. Walsh agrees that a policy needs to set and if the customer is not satisfied with what a customer is told they can come to the Board for resolution.

The Board agreed the item would be tabled until clarification of what is written in the rules and regulations is clarified or sufficiently written.

Ms. Sullivan asked if the customer needs to be contacted; Mr. Christini stated he did explain the policy to the customer but thought they would be attending our meeting.

Infrastructure:

Mr. Venezia asked if we have a list of items that need addressed if funds become available; Mr. Strickland stated that yes, we do have a list of items/areas.

Mr. DeWitt:

Mr. Strickland stated that Mr. DeWitt started on the Board in 1964, we did a lot of research and we could not find any date but we want it in the minutes. Mr. DeWitt resigned from the Board at the end of 2020 after 54 years on the Board. Mr. DeWitt stated he enjoyed his time on the Board and he was given a tour of the new water treatment plant by Mr. Walsh and Mr. Strickland and it is quite impressive.

Adjournment

As there was nothing further to discuss, the meeting adjourned at 5:55 p.m.

Respectfully Submitted,
April Maynard
Recording Secretary