

Towanda Municipal Authority

January 16, 2017

The January meeting of the Towanda Municipal Authority was called to order by Mr. Walsh at 5:05 p.m.

PRESENT: Michael Walsh, Charlotte Sullivan, Paul Sweitzer, William Shaw, Carmen Venezia, Joel Christian, Ellen Lacek, Robert Williams-WTMA Chairman

ABSENT: Paul DeWitt

OTHERS: Kyle Lane, Manager; Jim Pruyne, Solicitor; Fred Johnson, Superintendent; James Loewenstein, Daily Review; Eric Cassanave, Stiffler McGraw

Visitors:

Visitors:

None

Minutes:

The December 16, 2016 meeting was approved as written on a motion made by Ms. Sullivan and seconded by Mr. Shaw, approved.

Bills:

The December bills were approved on a motion made by Ms. Lacek and seconded by Ms. Sullivan, approved.

Water:

Mr. Cassanave stated that today they met with Pall who will be doing the pilot study; Mr. Cassanave stated that he expects the pilot study to begin in February and last through May; the E-Coli testing that was started on the Robert's wells should be close to completion by then. The design of the water treatment plant will commence after the pilot testing is complete.

Mr. Lane stated he looked at the property in which the treatment plant will go. We are looking at obtaining easements from 5-6 properties.

Mr. Lane stated that we will be placing a 1 ½ inch line from the well to the pilot study site about 1000 feet; we are ensuring that the pilot study site is out of the flood plain.

Mr. Lane stated that he met with Schaedler Yesco for a proposed site for the North Towanda Tank.

Mr. Lane updated the Board on the pre-application meeting with SRBC that was held in December. Mr. Casselbury was supposed to turn in the application last week; Mr. Lane did not get an update from Mr. Casselbury if this is done.

Mr. Lane stated our DEP permits will be obtained before SRBC permits; Mr. Cassanave stated that they both go hand in hand SRBC will govern our water outtake and DEP will issue our water permit.

The springs did come up in the SRBC meeting we need to calculate the water in the creek in compared to how much we collect in our system; SRBC is aware that water is used to feed New Albany and Monroeton.

Towanda Municipal Authority

January 16, 2017

Lime Street:

Mr. Lane stated that the road is almost complete; we moved the gate to our property.

Bulk Station:

The bulk station agreements have been signed; we will be doing the construction of the site; we have until June to finish the relocation.

Budget:

Mr. Lane stated we ended 2016 with water revenue being good our sewer was 10% short and indicated in the December meeting.

Water Report:

Mr. Johnson is working on water report we still have a 47% water loss; we had 52% last year. From the springs to the gun club we have a 20% loss; since Monroeton is gravel we might not see any pooling water. Mr. Johnson stated that finding leaks is a daily job. Mr. Johnson is hoping that the water tank will help the North Towanda water line.

Mr. Casanave stated he would give the Board a rough estimate on the cost of replacing the North Towanda water line.

Engineer:

Ms. Lacek made a motion to retain Stiffler McGraw as our engineer for 2017, Mr. Venezia seconded, approved.

Adjournment

As there was nothing further to discuss, a motion to adjourn was made by Mr. Sweitzer at 6:04 p.m.

Respectfully Submitted,
April Maynard
Recording Secretary

Towanda Municipal Authority

February 27, 2017

The February meeting of the Towanda Municipal Authority was called to order by Mr. Walsh at 5:05 p.m.

PRESENT: Michael Walsh, Paul DeWitt, Paul Sweitzer, Robert Williams-WTMA Chairman

ABSENT: Charlotte Sullivan, William Shaw, Carmen Venezia, Joel Christian, Ellen Lacek

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

Visitors:

Visitors:

None

Minutes:

The January 16, 2017 meeting was approved as amended; the January meeting start time was corrected to read 5:05 p.m. instead of 12:05 p.m.; under Water Report the name was corrected to state Mr. Cassanave instead of Mr. Casselbury for the cost of replacing the North Towanda water line; a motion made by Mr. DeWitt and seconded by Mr. Sweitzer, approved.

Bills:

The January bills were approved on a motion made by Mr. Sweitzer and seconded by Mr. DeWitt, approved.

Water:

Mr. Lane updated the Board on the electric to the Roberts Well they have received the controls and the wells are operating under commercial power. VFD's were installed to help with the electrical consumption.

The pilot study is set to begin next week; this is a 90 day testing period.

Mr. Lane was asked by Mr. Sweitzer if we are selling bulk water; Mr. Lane stated that we are beginning to sell some water. We are still not allowed to sell water to the big water haulers.

Mr. Lane stated he was contacted by Niagara a company who wants an easement from the Borough to place a pipe in the river so they can sell bulk water; Mr. Lane informed him that we are a bulk water supplier.

Mr. Casselbury prepared and finalized the aquifer testing plan; Mr. Lane stated if anyone wants a copy of the plan he will supply one to them; Mr. Casselbury is submitting the plan to SRBC as well as DEP.

Mr. DeWitt asked when we will be able to use the Church well; Mr. Lane informed the Board that both water sources will come online at the same time.

The Board informed Mr. Lane that Penn Vest loans take approximately 3 to 4 months depending when their cycle and deadlines are. Mr. Lane is hoping we get some grants for this project.

Mr. Lane stated we are looking at the early part of June to have the pilot and E-coli testing complete.

The water treatment building is being designed as well; we are looking at a 3,800 sq ft building.

Towanda Municipal Authority

February 27, 2017

GTP:

Mr. Lane stated that GTP requested to postpone their capital reserve payment until the 3rd and 4th quarter. Mr. Lane contacted Ms. Lacek and Ms. Sullivan by phone in order to get the approval to postpone the reserve payment. Mr. Sweitzer made a motion to have Mr. Lane sign the agreement to have GTP postpone the 1st and 2nd quarter reserve payments until the 3rd and 4th quarter of 2017, Mr. DeWitt seconded, Ms. Sullivan and Ms. Lacek approved by phone, approved.

North Towanda Tank:

Mr. Lane stated we are looking at the Schaedler/Yesco property for the tank. Mr. Lane stated that Mr. Jim Schaedler is open to an easement or sale of the property needed to place our tank; we will address this when are plans are more concrete.

We are looking at a 100,000 gallon tank instead of the 250,000 tank we first thought we needed. The 100,000 tank would provide sufficient water flow and fire suppression. Since we might be saving monies on the tank Mr. Lane wants the Board to consider replacing the Vo-Tech line and rolling that in the Penn Vest loan.

Mr. Lane informed the County of the proposed sight of the tank and informed them they would need to account for boring under Route 6 for the new proposed Communication Center.

Sewer:

Mr. Lane informed the Board that Mr. Johnson, Mr. Walker and Stiffler McGraw are working on the chapter 94 report.

Executive Session:

The Board entered into executive session at 5:58 p.m. and remained in executive session until 6:12 p.m. regarding potential lawsuit.

Lime Street:

Mr. Lane stated that our permanent permit to access the tank from SR 220 bypass is completed.

Bridge Street:

HRI is slated to restart the project the week of March 13th. HRI will continue to connect water to the new water main; once that is complete they will start the sewer line.

Adjournment

As there was nothing further to discuss, a motion to adjourn was made by Mr. Sweitzer at 6:25 p.m.

Respectfully Submitted,
April Maynard
Recording Secretary

Towanda Municipal Authority
March 2017 - No Meeting

Towanda Municipal Authority

April 17, 2017

The April meeting of the Towanda Municipal Authority was called to order by Mr. Walsh at 5:02 p.m.

PRESENT: Michael Walsh, Paul DeWitt, Paul Sweitzer, Charlotte Sullivan, William Shaw, Carmen Venezia, Ellen Lacek, Robert Williams-WTMA Chairman

ABSENT: Joel Christian

OTHERS: Kyle Lane, Manager; Jim Pruyne, Solicitor; Fred Johnson, Superintendent; Eric Cassanave, Engineer – Stiffler McGraw

Visitors:

Visitors:

None

Minutes:

The February 27, 2017 meeting was approved as written on a motion made by Ms. Lacek and seconded by Mr. DeWitt, approved.

Bills:

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

Water:

Mr. Lane updated the Board on the water project; as of April 3rd the pilot study is in operation. We are pumping 700 gallons a minute and testing 5 gallons the rest is going into the river. We have lost power twice at the well site, we have to go and manually reset the system.

The high water did not affect our wells but it did give us a gauge to see what impact high water will have on the wells. Once we are in operation the wells will have protection around the wells themselves; we are waiting for DEP to approve the plans for the well protection.

The aquifer test plan was submitted last month. Mr. Lane has requested a refund on the application fee due to SRBC requesting we pay for each well site; Mr. Lane considers both wells on the Roberts property as one well; if SRBC considers that correct we should see a refund of approximately \$3,800.00.

Mr. Cassanave stated they closed out the electrical project.

Mr. Cassanave stated he will be working with Mr. Lane and Mr. Johnson for the next couple of weeks and should have a floor plan laid out for the treatment plant by next month's meeting.

Mr. Lane stated that he and Mr. Walker attended the PA Rural Water Association conference. Mr. Lane was able to talk to representatives from SRBC in reference to our water project.

We have been removed from the list that disallowed us from selling bulk water. Mr. Lane identified future projects to help us with curtailing our water loss and submitted them to DEP.

Towanda Municipal Authority

April 17, 2017

Mr. Lane is looking at VFD's at the Thomas St. pump station and Wilmot St. pump station; Penelec bills us a higher rate if there is a peak usage; that is what occurred at the Thomas St. pump station; basically we are charged a higher rate because of one incident; an incident that may not occur again. Variable frequency drives (VFD's) will regulate voltage inconsistencies. The cost of VFD's is approximately \$5,000.00 but Mr. Lane stated they would pay for themselves in the long run. Along with the VFD's Mr. Lane looked into a broker to help us find an electric generation company. The broker will look into all companies and get us the best price.

We had to replace the chlorine analyzer up at the springs; we initially thought we could repair it but we had to replace it.

Bridge Street:

HRI started to tie in the water lines; Second St. is done then they will start Fifth, Charles, Mechanic and then Third and Fourth. Third and Fourth are the most complicated streets.

Delinquents:

Mr. Williams asked how our collection process is going; Ms. Maynard stated she has sent reminders to Mr. Jones. The Board discussed certain delinquent accounts.

Adjournment

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

Respectfully Submitted,
April Maynard
Recording Secretary

Towanda Municipal Authority

May 15, 2017

The May meeting of the Towanda Municipal Authority was called to order by Mr. Walsh at 5:03 p.m.

PRESENT: Michael Walsh, Paul DeWitt , Paul Sweitzer, Charlotte Sullivan, William Shaw, Carmen Venezia , Ellen Lacek, Robert Williams-WTMA Chairman

ABSENT: Mr. Christian

OTHERS: Kyle Lane, Manager; Eric Cassanave, Engineer – Stiffler McGraw; Brian Shura– Stiffler McGraw
James Loewenstein, Daily Review

Visitors:

Visitors:

None

Minutes:

The April 17, 2017 meeting was approved as written on a motion made by Mr. Sweitzer and seconded by Mr. DeWitt, approved.

Bills:

The April bills were approved on a motion made by Mr. Sweitzer and seconded by Ms. Lacek, approved.

Bridge Street:

HRI started the sewer line the water portion is now complete.

Stevenson Bridge Project (Penn Dot):

The original estimate was \$61,000.00 in which we would pay 25%, however the bill which we received was for \$113,000.00; Mr. Lane contacted Penn Dot to ask why we were not informed of the additional cost of the project, he is waiting to hear back from Penn Dot.

Penelec:

On April 13th we experienced a power outage which affected our VFD at the James Street Well, the power supply to our SCADA system, and our chlorine analyzer; the approximate loss is \$10,000.00 in equipment; Mr. Lane turned it into Penelec and was informed that they are not responsible; Mr. Lane might turn this into our insurance.

Executive Session:

The Board entered into executive session at 5:07 p.m. and remained in session until 5:10 p.m. in regards to potential lawsuit.

Water:

Mr. Cassanave and Mr. Shura with the treatment plant division updated the Board on the water project.

Towanda Municipal Authority

May 15, 2017

Mr. Cassanave submitted plans on the water transmission line and the proposed treatment plant; we will be needing right of way from 6 landowners, a crossing of the railroad tracks, and the crossing of Sugar Creek; the route of the transmission line was walked by Mr. Lane, Mr. Johnson and Jeff Mason from Stiffler-McGraw to ensure the route was laid out and out of everyone's way; for the most part the line will be parallel to the railroad tracks on unusable land so easements should be easy to obtain. The transmission line from the Church well will be an 8" line and the Robert's a 12" line they will run parallel and meet at the treatment facility, they are separated because the Roberts needs to go through treatment and the Church only needs disinfection. We will have approximately 6,000 feet of 12" line and 2,000 feet of 8" line; the lines will be ductile iron. If there are no major changes in the route, the next step is to get the plans, specs, permits, easements and get it ready for construction.

Mr. Shura explained to the Board the proposed treatment plant. The overall dimensions of the plant will be 64' x 92' the plant will be located as far away from any existing neighboring structures on our land. Mr. Shura proposed a water reclamation; so that we can recycle some of the water since the treatment plant works by having half the membranes doing filtration on the others back washing; the back washed water will go the reclamation unit and be recycled so that we do not send all the water discharged during filtration back to the waste water treatment plant; this will allow us to maximize the water that enters and leaves the treatment plant. The plant has space for up to three units we will currently have two units installed. Mr. Shura stated he is in contact with Pall on the pilot study; he is waiting to get more in-depth information from them on how the pilot study is going. The treatment plant will not need to be manned 24 hours a day the system is self sufficient someone will have to go daily to ensure the system is working properly. Plans will go to DEP for approval

Mr. Lane told the Board he expects a visit from SRBC this summer, they will review the TMA water system. Mr. Cassanave and Mr. Lane agree that the Laddsburg Springs may be curtailed but not eliminated as the springs service areas that cannot be served by other means.

North Towanda Tank:

Mr. Cassanave stated we would need to make a minor amendment to our water supply permit the turnaround time is about 3 to 4 months to get the application approved by DEP. Mr. Cassanave stated that he plans on working on the design and permits within the next couple of months. Mr. Lane reminded the Board that we did receive funds from the county for the tank (\$500,000.00) if the plans come within that amount we can do the project but if the estimate is over that amount we might need to roll the tank into the water project for the additional costs involved.

Mr. Christian:

The Lane informed the Board that Mr. Christian has relocated to Binghamton N.Y. and has resigned from the Board; the vacancy will be reviewed and filled by Council.

Sewer:

The price we were quoted from Sherman Williams for the clarifiers was not within budget Mr. Walker went back to Sherman Williams and requested a quote for the price of material for what is exposed and maybe 4 ft under what is not exposed; he is waiting to hear back from them on that price.

The ATAD system needs repaired they are in contact with the manufacturer to see how to clean out and repair the system.

Tour of Facilities:

Mr. DeWitt mentioned that we would like to see if there is any interest in touring the Water and Sewer system. Mr. Lane stated he would like to schedule one in the near future.

Towanda Municipal Authority

May 15, 2017

Delinquents:

Mr. Williams asked how our collection process is going; Ms. Maynard stated she has begun to send a copy of our delinquent list to Mr. Jones.

Adjournment

As there was nothing further to discuss, a motion to adjourn was made by Mr. Sweitzer at 6:20 p.m.

Respectfully Submitted,
April Maynard
Recording Secretary

Towanda Municipal Authority
June 2017 - No Meeting

Towanda Municipal Authority

Jul 17, 2017

The July meeting (no quorum) of the Towanda Municipal Authority was called to order by Mr. Walsh at 5:03 p.m.

PRESENT: Michael Walsh, Paul DeWitt, Carmen Venezia

ABSENT: Paul Sweitzer, Charlotte Sullivan, William Shaw, Ellen Lacek, Robert Williams-WTMA Chairman

OTHERS: Kyle Lane, Manager; Jim Pruyne, Solicitor; Fred Johnson, Superintendent; James Loewenstein, Daily Review

Visitors:

Visitors:

None

Minutes:

The May 15, 2017 meeting was tentatively approved as written on a motion made by Mr. DeWitt and seconded by Mr. Venezia, approved.

Bills:

The May and June bills were tentatively approved on a motion made by Mr. Venezia and seconded by Mr. DeWitt, approved.

Audit:

Our audit is complete and if any members want a copy Mr. Lane can provide them a copy for their review.

Penn Dot:

Mr. Walsh asked Mr. Lane if we have any answers from Penn Dot on the Stevenson Bridge Project increase on the project cost; Mr. Lane has not received a response from Penn Dot.

Penelec:

Mr. Walsh asked if we submitted the claim to our insurance for the equipment we lost April 13th; Mr. Lane stated he decided not to submit the claim to insurance we purchased equipment needed to replace the items that were damaged.

Water:

Mr. Lane is pending more detailed plans from Mr. Shura on the treatment plant.

The pilot study will be completed July 21st. Pall will have a month or two to give us the reports on the findings of the pilot study.

Power at the plant is susceptible we will need to plan on back up sources for the pumps at the well heads; the water treatment plant will already have a backup generator in the building.

Kerschner Excavating was hired to clear brush and trees at the site for the treatment plant.

ECS will be coming in next week to do geotechnical borings to determine the footers for the plant.

Towanda Municipal Authority

Jul 17, 2017

Mr. Casselbury placed a weir at the spring to collect data for SRBC.

SRBC will be here on Friday July 21st to look at our water system as a whole. Mr. Casselbury will be coming up to meet up SRBC.

Mr. Johnson, Mr. Casselbury and Mr. Lane will be conducting a walk through on Wednesday in order to ensure we are ready for SRBC.

The aquifer testing did come back from SRBC with questions that needed answered; Mr. Casselbury was not worried as the amount of questions was very low.

Mr. Cassanave provided the easements needed for the water project; Mr. Lane provided the exhibits to Mr. Pruyne to start the process so Mr. Lane can go out and start getting the required easements that are needed. Mr. Lane stated it is very important to get the easements completed so that we have them in place prior to any construction of the project.

Bulk Water Station:

The bulk water station has been moved Mr. Lane will be submitting documentation for reimbursement to Penn Dot.

ATAD:

Mr. Johnson stated we have contacted Thermal Processing Inc. the manufacturer of the ATAD in order to obtain their recommendation on a contractor we will be able to clean the grit so that the ATAD can work properly; we are not sure what needs repaired or what needs replaced; the initial estimate is \$10,000.00.

Tour of Facilities:

Mr. Lane stated that the tour will be before the September 18th meeting anyone who wants a tour should meet at the plant at 3:30 p.m.

Hemlock Hills:

Mr. Lane is still waiting to hear from Mr. Roof and Mr. Middendorf on taking over the water and sewer system.

Saterlee Run:

Mr. Lane stated we started working with Mr. Roberts on the forest stewardship plan last year; Mr. Lane was contacted by DCNR as our plan has expired and we need to renew it.

Budget:

Mr. Lane stated the budget is right on track

Bridge Street:

Mr. Lane stated we received the final bill for the Bridge Street Project

Adjournment

As there was nothing further to discuss, a motion to adjourn was made by Mr. DeWitt at 6:05 p.m.

Towanda Municipal Authority

Jul 17, 2017

Respectfully Submitted,
April Maynard
Recording Secretary

NO QUORUM

Towanda Municipal Authority

Aug 21, 2017

The August meeting of the Towanda Municipal Authority was called to order by Mr. Walsh at 5:03 p.m.

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

ABSENT: Carmen Venezia

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

Visitors:

Visitors:

None

Minutes:

The May 15, 2017 meeting was approved as written on a motion made by Ms. Sullivan and seconded by Mr. Shaw, approved; the July 17, 2017 (no quorum) meeting was approved as written on a motion made by Ms. Lacek and seconded by Mr. Sweitzer, approved.

Bills:

The May and June bills were approved on a motion made by Mr. Sweitzer and seconded by Ms. Sullivan, approved; the July bills were approved on a motion made by Ms. Lacek and seconded by Mr. Sweitzer, approved.

Mr. Brandt:

Mr. Brandt was introduced to the Board replacing the vacancy left by Mr. Christian representing Towanda Borough.

Bridge Street:

Mr. Lane reminded the Board that the final payment for the Bridge Street project was taken out of the water operating balance that is why there is a drop in the bank balance.

Water:

Mr. Lane stated the pilot study is complete we are awaiting the final report from Pall Corporation.

SRBC toured our water system we are awaiting approval from them in order to conduct a 72 hour aquifer pump test.

The pump has been installed at the Church well. We had to purchase 1,500 ft of hose in order to discharge the water used in the 72 hour testing to get to Sugar Creek for the discharge water. Mr. Lane stated we obtained approval from the Railroad and Mr. Mosher to lay the hose from the Church well to Sugar Creek.

Mr. Lane stated we made minor adjustments to the treatment plant in reference to the discharge water; Mr. Lane and Mr. Johnson met with Stiffler McGraw in reference to the design changes.

The Geotechnical study is underway to give us an idea of what is needed for the treatment plant footers.

Towanda Municipal Authority

Aug 21, 2017

Mr. Pruyne is working on the easements needed for the transmission line.

Sewer:

Mr. Johnson explained to the Board the problems we are having with our ATAD; we have an issue with the blowers not working properly, the company who designed the ATAD thinks we need to look at our air lines, we emptied the ATAD and will look for instruction from the company on what maintenance needs to be done in order to get the ATAD back and operational. We are trying to get the grit from getting into the ATAD.

The Waste Water Treatment Plant tour is set for 5:00 P.M. prior to next month's meeting September 18th.

The manhole on Washington Street is being replaced.

Hemlock Hills:

The Board reviewed the initial agreement to take over the Hemlock Hills development. Ms. Sullivan suggested removing the word expeditiously from page 2; the Board suggested there be a time limit to the agreement; Mr. Brandt suggested we not put in a dollar amount as a meter pit cost might change. Mr. Pruyne suggested Mr. Lane discuss these changes with M.R. Dirt.

Saterlee Run:

Mr. Lane stated he has spoken with Mr. Roberts who will go out in October or November to start working on our forest stewardship plan.

Mr. Sweitzer asked if we have heard anything on our mineral rights; Mr. Lane stated he has not received any offers that we would consider.

Bulk Water:

Mr. Lane stated we sold \$13,000.00 so far this year; sales are slow.

Adjournment

As there was nothing further to discuss, a motion to adjourn was made by Mr. Sweitzer at 6:30 p.m.

Respectfully Submitted,
April Maynard
Recording Secretary

Towanda Municipal Authority

Sep 18, 2017

The September meeting of the Towanda Municipal Authority was called to order by Mr. Walsh at 5:02 p.m.

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

ABSENT: Ellen Lacey

OTHERS: Kyle Lane, Manager; Jim Pruyne, Solicitor; Fred Johnson, Superintendent; Eric Cassanave, Stiffler McGraw

Visitors:

Visitors:

None

Minutes:

The August 21, 2017 meeting was approved as written on a motion made by Mr., Shaw and seconded by Ms. Sullivan, approved.

Bills:

The August bills were approved on a motion made by Mr. Sweitzer and seconded by Mr. Shaw, approved.

Water:

Mr. Lane stated Pall Corporation is picking up the pilot test equipment either Tuesday or Wednesday; we are still awaiting the report from Pall, which will give us direction on the treatment plant. Mr. Cassanave stated that what was found during the pilot study was we expected to be found; except from some organics that Mr. Casselbury did not encounter in his initial testing.

The aquifer pump testing on the Robert's well #2 started on Monday September 11th and was supposed to be completed on Thursday; the testing was extended to Saturday due to a rise in the river level due to release of water from a dam upstream. The Church well aquifer testing will begin tomorrow.

The testing is 48 hours of baseline monitoring then the well is pumped for 72 hours at full capacity, and then water levels are monitored to verify how long it takes the monitoring points to recover.

The Robert's well #1 will be tested around the 25th of September. The Roberts wells will not be ran simultaneously.

Sewer Plant:

The ATAD maintenance was completed and it is back and operational.

The WWTP tour will be held next month due to the maintenance on the ATAD and vacations by personnel at the plant.

Hemlock Hills:

Mr. Lane and Mr. Pruyne added the wording to the agreement to take over the Hemlock Hills development. The Board requested removing the word expeditiously from page 2; there be a time limit to the agreement; we

Towanda Municipal Authority

Sep 18, 2017

not put in a dollar amount as a meter pit cost might change. Mr. Lane stated expeditiously was changed to 90 days; MR Dirt agreed to that wording as well as no fixed dollar amount on the tap in fee as we would subtract the meter pit cost, and they agreed for the agreement for reimbursement to be 12 years. Mr. Sweitzer made a motion to tentatively approve the agreement contingent on the approval and turnover of easements to the Authority, Mr. Venezia seconded, approved.

Mr. Johnson requested we ask for the as built sets.

Saterlee Run:

Mr. Lane informed the Board that Mr. Roberts will start working on our forest stewardship plan.

Bulk Water:

Mr. Lane stated that due to the Penn Dot construction we are not selling bulk water because there is no access to the bulk water station.

Treatment Plant:

The treatment plant plans are going to be submitted to DEP in November; Mr. Cassanave asked for a meeting with Mr. Lane and Mr. Johnson next week to go over the plans. The geotechnical study did not show anything significant for the footers of the treatment plant. Mr. Cassanave will have more particulars of the plant next month.

The transmission line from the Church an Robert wells has been granted approval from the railroad to go diagonally across Sugar Creek as long as we miss the pier to their bridge; the conservation district has allowed up to open cut it which is the most cost effective way. Mr. Cassanave will give Mr. Lane and Mr. Pruyne the exhibits for right of ways needed for the transmission line.

Mr. Cassanave is going to a seminar on Wednesday in which SRBC will be at; if anyone has questions he will be happy to address them.

North Towanda Tank:

Mr. Cassanave stated they are looking at the Schaedler Yesco property for the tank; approximately ¼ acre, we need to approach the owner for the property. Mr. Lane has been in contact with Penelec to see if we can bring the water line along their right of way. Mr. Cassanave stated once the landowner is approached and agrees to the sale of the land Stiffler McGraw can start working on the design of the tank; we are looking at a 97,000 gallon tank.

Vo-Tech Line:

Mr. Johnson stated he is noticing detonation from within the Vo-Tech line itself. Mr. Sweitzer stated we need to probably get the cost of the entire Vo-Tech line then go from there. The Board agreed we need to address this transmission line; Mr. Cassanave will get an estimate written up for the replacement of the Vo-Tech line.

GIS Mapping:

The GIS mapping will help us identify service lines within our system; we have encountered unknown service lines during the College Run project and the Bridge Street project, we are hoping that we can accurately map our system.

Towanda Municipal Authority

Sep 18, 2017

Delinquents:

The Board discussed accounts on the delinquent list; Ms. Maynard is to contact Dianna at GDDJ to check on the progress of accounts that were previously turned over to them for lien or execution of lien.

Adjournment

As there was nothing further to discuss, a motion to adjourn was made by Mr. Sweitzer at 6:25 p.m.

Respectfully Submitted,
April Maynard
Recording Secretary

Towanda Municipal Authority

Oct 16, 2017

The October meeting of the Towanda Municipal Authority was called to order by Mr. Walsh at 5:10 p.m.

PRESENT: Michael Walsh, Paul DeWitt, Charlotte Sullivan, William Shaw, Carmen Venezia, Abraham Brandt, Robert Williams-WTMA Chairman

ABSENT: Ellen Lacek, Paul Sweitzer

OTHERS: Kyle Lane, Manager; Jim Pruyne, Solicitor; Fred Johnson, Superintendent; Brian Shura, Stiffler McGraw, James Loewenstein, Daily Review

Visitors:

Visitors:

None

Minutes:

The September 18, 2017 meeting was approved as written on a motion made by Ms. Sullivan and seconded by Mr. Shaw, approved.

Bills:

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

Water:

Mr. Shura stated they are working on the public water supply permit; the permit should be submitted around the end of the month no later than the first week of November. DEP will not approve the permit without the permit from SRBC. Mr. Lane informed the Board that applying for a new water source opens our whole system for review from SRBC.

We need to obtain the stream and railroad crossing approvals.

We will be meeting with DEP on the 26th in reference to the finding of the pilot study.

Mr. Lane asked Mr. Shura on an update on the North Towanda tank; Mr. Shura stated he does not have that information with him at this time but there is a concern at the Schaedler Yesco property that needs addressed in order for us to purchase or lease the land the tank will be situated on; we might want to get an easement as Schaedler Yesco has yet to complete the subdivision from the county of their property.

Initial right of ways has been mapped by Stiffler McGraw for easements needed for the transmission lines.

Mr. Lane stated if all permitting and easements are complete we should be looking at May 2018 for funding of the project. Mr. Lane met with USDA in reference to the water project; he would rather deal with Penn Vest for funding. Mr. Shura stated the goal is get approvals completed by May in order to submit the packet to Penn Vest for their July meeting. Mr. Shura stated if we were to get packet approved in July; we would then go out to bid with anticipated construction to start in January 2019 and should be a year of construction.

Towanda Municipal Authority

Oct 16, 2017

Sewer Plant:

The WWTP tour was conducted prior to start of the meeting.

Hemlock Hills:

Mr. Lane stated that Mr. Pruyne still needs to meet with developer.

Resolution 2017 - 1:

Resolution 2017-1 Allowing Mr. Lane and Ms. Kulick to attest the agreement with Penn Dot for reimbursement of engineering costs associated with the Bridge Street Project. Motion was made by Ms. Sullivan and seconded by Mr. Shaw, approved.

Yes – unanimous

No – no one

Absent – Mr. Sweitzer, Ms. Lacek

Mr. Johnson:

Mr. Lane stated that Mr. Johnson is unfortunately looking at May 2018 for retirement. Mr. Johnson stated that he would stay around to ensure his predecessor is fully capable of taking over for him.

Adjournment

As there was nothing further to discuss, a motion to adjourn was made by Mr. Shaw at 6:05 p.m.

Respectfully Submitted,
April Maynard
Recording Secretary

Towanda Municipal Authority

Nov 20, 2017

The November meeting of the Towanda Municipal Authority was called to order by Mr. Walsh at 5:02 p.m.

PRESENT: Michael Walsh, Paul DeWitt, Charlotte Sullivan, William Shaw, Carmen Venezia, Abraham Brandt, Ellen Lacek, Paul Sweitzer, Robert Williams-WTMA Chairman

ABSENT:

OTHERS: Kyle Lane, Manager; Jim Pruyne, Solicitor; Fred Johnson, Superintendent; Brian Shura, Stiffler McGraw

Visitors:

Visitors:

None

Minutes:

The October 16, 2017 meeting was approved as written on a motion made by Mr. Shaw and seconded by Mr. DeWitt, approved.

Bills:

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

Water:

Mr. Lane discussed fund 25 being set up to pay for what we can out of pocket to get the water project funded until we are able to get funding.

The capitol reserve is set up as a contingency savings; we need to set up an asset management system so we have funds available for our infrastructure.

Five of the six easements have been mailed for our transmission line.

Pre-application meeting took place on October 26th with DEP and a representative from Penn Vest was also at the meeting.

Permit applications are currently being prepared for SRBC and DEP.

Mr. Lane asked if we have a quote yet on the Vo-Tech line; Mr. Shura will get with Mr. Cassanave on this.

Hemlock Hills:

Mr. Lane stated the Mr. Pruyne is still waiting on Middendorf.

Mr. Roberts:

Mr. Lane stated he is still awaiting the stewardship plan from Mr. Roberts; as well as any additional harvesting.

Towanda Municipal Authority

Nov 20, 2017

Resolution 2017 - 2:

Resolution 2017-2 Allowing Mr. Lane and Ms. Kulick to attest the application with the Commonwealth of Pennsylvania to apply for the PA Small Water and Sewer Program grant of \$90,000.00 for the Thomas Street vault and pressure reducer valve; TMA would have a 15% match. Motion was made by Mr. Sweitzer and seconded by Mr. DeWitt, approved.

Yes – unanimous

No – no one

Absent – no one

Sewer Plant:

Mr. Brandt asked if the Thomas Street project is the only project we wish to apply for; Mr. Lane mentioned the UV lighting at the sewer plant; Mr. Walker wanted to speak to other facilities that have the same setup.

The maintenance done on the ATAD is complete they ordered splash cones and foam suppression nozzles.

Bridge Street:

Mr. Lane stated we are still awaiting the reimbursement for the engineering fees.

Budget:

The 2018 budget is almost complete Mr. Lane will have the budget ready for review next month.

LB Water:

Mr. Lane and Mr. Johnson met with LB Water on flex net meters; Mr. Johnson stated we have been installing these meters already but this would be a system that would radio the reads into the office directly. We do have a need to replace our meters. LB water would do a study to see what can be obtained from our office and how many substations would be needed for the outlying areas.

Adjournment

As there was nothing further to discuss, a motion to adjourn was made by Mr. Sweitzer at 6:10 p.m.

Respectfully Submitted,
April Maynard
Recording Secretary

Towanda Municipal Authority

Dec 15, 2017

The December meeting of the Towanda Municipal Authority was called to order by Mr. Walsh at 12:10 p.m.

PRESENT: Michael Walsh, Paul DeWitt, Charlotte Sullivan, William Shaw, Carmen Venezia, Paul Sweitzer

ABSENT: Abraham Brandt, Ellen Lacek, Robert Williams-WTMA Chairman

OTHERS: Kyle Lane, Manager; Jim Pruyne, Solicitor; Fred Johnson, Superintendent; Eric Cassanave, Stiffler McGraw; James Loewenstein, Daily Review

Visitors:

Visitors:

None

Minutes:

The November 20, 2017 meeting was approved as written on a motion made by Ms. Sullivan and seconded by Mr. DeWitt, approved.

Bills:

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

Reorganization:

Mr. Shaw made a motion to approve the reorganization, compensation and 2018 meeting schedule as follows, Mr. Venenzia seconded approved.

Chairman – Michael Walsh
Vice Chairman – Paul Sweitzer
Secretary/Treasurer – Paul DeWitt
Asst. Secretary/Treasurer – Charlotte Sullivan
Legal Counsel – James Pruyne

Compensation: Legal \$2,200.00 Secretary Treasurer \$150.00 Assistant Secretary Treasurer \$150.00

2018 Meetings at 5:00 p.m. except December:

January 15th	July 16th
February 26 th	August 20 th
March 19 th	September 17th
April 16 th	October 15th
May 21 st	November 19th
June 18 th	December 21st 12:00

Engineer:

Mr. Shaw made the motion to enter into an Engineer Service Agreement with Stiffler McGraw for 2018 services, Mr. Sweitzer seconded, approved.

Towanda Municipal Authority

Dec 15, 2017

Water:

Mr. Lane stated we are ready to submit our water supply permit; we are currently waiting on Mr. Casselbury's report, which is critical for the permit submission. We are hoping that the permit will be submitted the first week of January.

We might have to do an archeological study per PHMC on the transmission line and on the site the treatment plant will be placed.

Sewer:

Mr. Lane met with USDA for an equipment grant/loan for a purchase of a backhoe. TMA cost will be \$64,952.00 a 3% interest rate over 5 years. We will sell the existing backhoe. Ms. Sullivan asked if we have the funds to purchase the equipment outright instead of financing; Mr. Lane states we do have the funds but we also need to keep in mind those funds might be needed for the water project. Mr. Lane agreed with Mr. Sweitzer and Ms. Sullivan that if we have funds after we get to Penn Vest for funding of the water project we will pay off the USDA loan.

Bridge Street:

Mr. Lane stated we are still awaiting the reimbursement for the engineering fees.

LB Water:

Mr. Lane stated that he approved \$600.00 to do a propagation study of our system; if we plan on going to the flex net system this amount will go towards the purchase of the meter system.

Budget:

Mr. DeWitt made a motion that we approve the 2018 budget that includes a \$0.23 increase in the water rate, seconded by Mr. Sweitzer, approved.

Adjournment

As there was nothing further to discuss, a motion to adjourn was made by Mr. Sweitzer at 12:55 p.m.

Respectfully Submitted,
April Maynard
Recording Secretary