

# WYSOX TOWNSHIP MUNICIPAL AUTHORITY

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

**ABSENT:** Thomas Henson-Vice Chairman

**OTHERS:** Chris Jones – Solicitor; Fred Johnson – Superintendent

**VISITORS:** Amanda Boyer – Bradford County Grant Coordinator

**Reorganization:**

Mr. Them made a motion to approve and keep the existing Board, Mr. Isaac seconded, approved.

Mr. Williams – Chairman

Mr. Henson – Vice Chairman

Mr. Them – Secretary / Treasurer

Meeting dates for 2018 9:30 A.M.:

January 19 <sup>th</sup>	July 20 <sup>th</sup>
February 16 <sup>th</sup>	August 17 <sup>th</sup>
March 16 <sup>th</sup>	September 21 <sup>st</sup>
April 20 <sup>th</sup>	October 19 <sup>th</sup>
May 18 <sup>th</sup>	November 16 <sup>th</sup>
June 15 <sup>th</sup>	December 21 <sup>st</sup>

**Visitor:**

Ms. Boyer was given the names of the customers interested in the CDBG grant monies; she made contact with them and she is certain they do not qualify. Because the fact that we currently do not have any qualifying persons Ms. Boyer has asked if we can submit a letter to the County Commissioners asking our funds be reduced from \$20,000.00 to \$5,000.00 in case we do find someone who needs assistance in tying into the water system. The CDBG monies will expire in 2019.

**Minutes:**

The minutes from the meeting held on December 15, 2017 were approved as written on a motion made by Mr. Isaac and seconded by Mr. Them, approved.

**Bills:**

The following bills were approved for payment on a motion made by Mr. Them and seconded by Mr. Isaac, approved. Mr. Them asked Mr. Johnson if we can put the address on the grinder pump billings – Mr. Johnson stated we will try but sometimes the pump has been sitting at the sewer plant until we need to fix them but he will try in the future to put the address on the invoice to the Authority.

<b>Wysox Operating Fund List of Bills:</b>	<b>Jan 2018</b>	<b>Amount:</b>
TMA	WWTP 2008 Pennvest Payment- 1/18	\$ 2,337.99
TMA	WWTP 2008 Pennvest Int – 1/18	\$ 771.34
TMA	Administrative cost- 1/18	\$ 2,103.67
TMA	Sewer Flows (Dec)	\$ 10,174.80

TMA	Contracted Services	\$ 1,813.77
Frontier	Telephone – 5 Invoices	\$ 276.22
TMA	Misc Vendors – Penelec P.S. 1,5,4	\$ 387.31
Penelec	P.S. 1,2,4,6,7	\$ 692.85
Arey Building Supply	Pump station panel shop light	\$ 11.48
Horton Electric Motor Service	Repair Grinder pump	\$ 710.00
Selective Insurance	Flood Insurance Rte 6 /Piphers	\$ 1,695.00
<b>TOTAL:</b>		<b>\$20,974.43</b>

<b>Wysox Water Operating List of Bills:</b>	<b>Jan 2018</b>	<b>Amount:</b>
TMA	Water (Dec)	\$ 9,792.39
TMA	Contracted Services	\$ 1,127.71
TMA	Misc Vendors – Penelec P.S. 2,3	\$ 616.10
TMA	Misc Vendors- SCADA (2016 CHARGE)	\$ 118.97
TMA	Misc Vendors – Seewald Lab	\$ 45.00
TMA	Misc Vendors – AT & T 11/7-12/6/17	\$ 100.45
AT & T	Scada 12/7/17-01/6/18	\$ 106.25
The Daily Review	Flush Hydrants Legal advertisement	\$ 209.54
Stiffler McGraw & Associates	Invoice 102	\$ 62.00
Penelec	PS # 1	\$ 81.27
<b>TOTALS:</b>		<b>\$12,259.68</b>

**Solicitor:**

Mr. Jones discussed accounts on the delinquent list. He has sent intent to lien letter to Mr. Larry Williams.

**Superintendent:**

Mr. Johnson did not have any issues to discuss with the Board.

**Loan Extension:**

Mr. Them stated First Citizens Community Bank sent an incorrect billing on the loan we extended but they just added the overpayment to the principal balance. They are keeping the \$31,200.00 in the reserve account for the final payment.

Mr. Them requested to the Board if we could transfer the difference from the capitol reserve account to the sewer operating account. Mr. Them then requested we transfer what is due to water from the transfer we did in May 2017. The Board agreed to transfer the funds per Mr. Them requests; Mr. Them will be contacting Susan as he will check with Ben DeNault to verify the transfer from sewer to water is correct.

**Budget:**

Mr. Them went through the proposed budget for 2018. Mr. Isaac made a motion to approve the 2018 budget, Ms. Pickett seconded, approved.

Jan 19, 2018

**Grinder Pumps:**

Mr. Them stated the amount we are spending on grinder pump repair. The Board agreed that we need to contact our grinder pump residents and inform them that we will have to bill them for repairs made due to improper use. Mr. Johnson will write a letter for Board approval next month.

**Adjournment:**

As there was nothing further to discuss, the meeting was adjourned at 10:30 a.m. on a motion made by Mr. Them.

Respectfully Submitted,  
*April Maynard*  
Towanda Borough

# WYSOX TOWNSHIP MUNICIPAL AUTHORITY

**PRESENT:** James Isaac, Robert Williams-Chairman, Tina Pickett

**ABSENT:** William Them – Secretary/Treasurer, Thomas Henson-Vice Chairman

**OTHERS:** Chris Jones – Solicitor

**VISITORS:**

**Visitor:**

None

**Minutes:**

The minutes from the meeting held on January 19, 2018 were approved as written on a motion made by Mr. Isaac and seconded by Ms. Pickett, approved.

**Bills:**

The following bills 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>Feb 2018</b>	<b>Amount:</b>
TMA	WWTP 2008 Pennvest Payment- 2/18	\$ 2,342.97
TMA	WWTP 2008 Pennvest Int – 2/18	\$ 766.36
TMA	Administrative cost- 2/18	\$ 2,103.67
TMA	Sewer Flows (Jan)	\$ 12,678.24
TMA	Contracted Services	\$ 3,034.49
Frontier	Telephone – 5 Invoices	\$ 293.91
TMA	Misc Vendors – Omni Site	\$ 1,200.00
Penelec	P.S. 2,4,5,6,7	\$ 588.89
TMA	Misc Vendors – Daily Review	\$ 27.57
Core & Main	Flomatic Check	\$ 297.60
<b>TOTAL:</b>		<b>\$23,333.70</b>

<b>Wysox Water Operating List of Bills:</b>	<b>Feb 2018</b>	<b>Amount:</b>
TMA	Water (Jan)	\$ 11,030.22
TMA	Contracted Services	\$ 2,223.31
TMA	Misc Vendors – Penelec P.S.	\$ 820.58
TMA	Misc Vendors- Daily Review	\$ 27.58
TMA	Misc Vendors – Quill	\$ 25.74
TMA	Misc Vendors – Fairway Labs	\$ 45.00
Lehigh Railway	Right of Way	\$ 1,802.12
<b>TOTALS:</b>		<b>\$15,974.55</b>

Feb 16, 2018

**Solicitor:**

Mr. Jones inquired if Mr. Williams paid his delinquent bill; Ms. Maynard stated not as of today.

**Superintendent:**

Not in attendance.

**Grinder Pumps:**

Mr. Johnson submitted a copy of the letter he was going to address to our grinder pump customers. Mr. Isaac asked if cigarette butts need to be added to the list of items that cause problems to the grinder pumps; Ms. Maynard will question this with Mr. Johnson. Ms. Pickett requested that the sentence “any future cost for maintenance of the grinder pump shall be the responsibility of the property owner” to add any future cost for maintenance caused by misuse shall be the responsibility of the property owner. Ms. Pickett made a motion to approve the letter going to grinder pump customers with corrections, Mr. Isaac seconded, approved.

**Adjournment:**

As there was nothing further to discuss, the meeting was adjourned at 10:10 a.m. on a motion made by Mr. Isaac.

Respectfully Submitted,  
*April Maynard*  
Towanda Borough

# WYSOX TOWNSHIP MUNICIPAL AUTHORITY

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

**ABSENT:** Thomas Henson-Vice Chairman

**OTHERS:** Darren Mendrzycki – Solicitor GDDJ

**VISITORS:**

**Visitor:**

None

**Minutes:**

The minutes from the meeting held on February 16, 2018 were approved as written on a motion made by Mr. Isaac and seconded by Ms. Pickett, approved.

**Bills:**

The following bills were approved for payment on a motion made by Mr. Isaac and seconded by Ms. Pickett, approved. Mr. Isaac inquired about servicing a customer due to low water pressure; he did not know we did service calls for that.

<b>Wysox Operating Fund List of Bills:</b>	<b>Mar 2018</b>	<b>Amount:</b>
TMA	WWTP 2008 Pennvest Payment- 3/18	\$ 2,347.96
TMA	WWTP 2008 Pennvest Int – 3/18	\$ 761.37
TMA	Administrative cost- 3/18	\$ 2,103.67
TMA	Sewer Flows (Feb)	\$ 13,863.71
TMA	Contracted Services	\$ 4,485.14
Frontier	Telephone – 5 Invoices	\$ 276.86
TMA	Misc Vendors – Gambal	\$ 89.74
TMA	P.S.1, 2,4,5,6,7	\$ 1,143.04
Gannon	Bond for Employee Dishonest	\$ 106.00
GDDJ	Notice to Intent Ltr	\$ 40.00
Areys	Key copied for PS	\$ 1.79
<b>TOTAL:</b>		<b>\$25,219.28</b>

<b>Wysox Water Operating List of Bills:</b>	<b>Mar 2018</b>	<b>Amount:</b>
TMA	Water (Feb)	\$ 9,563.06
TMA	Contracted Services	\$ 2,161.62
TMA	Misc Vendors – Penelec P.S.	\$ 728.34
TMA	Misc Vendors- Penelec meter vault	\$ 44.48
TMA	Misc Vendors – Gambal	\$ 89.74
TMA	Misc Vendors – Quill	\$ 269.57
TMA	Misc Vendors – AT & T scada	\$ 100.45
Gannon	Bond for Employee Dishonest	\$ 106.00

Mar 16, 2018

N.E. Controls	Antenna - Scada	\$ 185.85
<b>TOTALS:</b>		<b>\$13,249.11</b>

**Solicitor:**

Mr. Mendrzycki did not have anything to report.

**Superintendent:**

Not in attendance.

**Visitors:**

Mr. Them requested we add the Wysox Township Board of Supervisors to next month's meeting agenda.

**Adjournment:**

As there was nothing further to discuss, the meeting was adjourned at 9:40 a.m. on a motion made by Mr. Isaac.

Respectfully Submitted,

*April Maynard*

Towanda Borough

# WYSOX TOWNSHIP MUNICIPAL AUTHORITY

**PRESENT:** James Isaac, Robert Williams-Chairman, Tina Pickett, Thomas Henson-Vice Chairman

**ABSENT:** William Them – Secretary/Treasurer

**OTHERS:** Chris Jones – Solicitor; Fred Johnson - Superintendent

**VISITORS:** Jon Kulick – Wysox Township Manager

**Visitor:**

Mr. Kulick is in attendance to observe meeting.

**Minutes:**

The minutes from the meeting held on March 16, 2018 were approved as written on a motion made by Mr. Isaac and seconded by Mr. Henson, approved.

**Bills:**

The following bills 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>Apr 2018</b>	<b>Amount:</b>
TMA	WWTP 2008 Pennvest Payment- 4/18	\$ 2,352.96
TMA	WWTP 2008 Pennvest Int – 4/18	\$ 756.37
TMA	Administrative cost- 4/18	\$ 2,103.67
TMA	Sewer Flows (Mar)	\$ 17,531.03
TMA	Contracted Services	\$ 3,652.38
Frontier	Telephone – 5 Invoices	\$ 279.74
TMA	M & T A Prin	\$ 13,431.58
TMA	M & T A Interest	\$13,507.42
TMA	M & T B Prin	\$ 1,733.56
TMA	M & T B Interest	\$ 1,633.44
TMA	Penelec P.S.1, 2,4,5	\$ 943.95
Horton Electric	Residential Grinder Pump Repair	\$ 1,960.00
Mid Atlantic Pump	Rubber Grommet O rings	\$ 200.00
Areys	Mortar Mix - Manhole	\$ 18.27
Penelec	P.S. 1,6,7	\$ 405.34
<b>TOTAL:</b>		<b>\$60,539.71</b>

<b>Wysox Water Operating List of Bills:</b>	<b>Apr 2018</b>	<b>Amount:</b>
TMA	Water (Mar)	\$ 10,717.89
TMA	Contracted Services	\$ 2,620.28
TMA	Misc Vendors – Penelec P.S.	\$ 700.90
TMA	Misc Vendors- Penelec meter vault	\$ 198.88
TMA	Misc Vendors – Penelec Tank	\$ 80.58



Apr 20, 2018

TMA	Misc Vendors – AT & T scada	\$ 106.03
TMA	Misc Vendors - Lab	\$ 15.00
<b>TOTALS:</b>		<b>\$14,439.56</b>

**Solicitor:**

Due to the discussion of the pipe on the bridge Ms. Pickett requested Mr. Jones write a letter to Penn Dot requesting some reimbursement for the pipe that needs replaced. Mr. Jones will get with Mr. Johnson to get the specifics and address Penn Dot.

**Superintendent:**

Mr. Johnson stated about 20 feet of the sewer pipe on the bridge needs to be replaced; Mr. Johnson stated he will see if we can do this in-house if not we will need to call Milnes back in as they did the last project. We need to have this complete before the project moves to the last embankment. Ms. Pickett asked if Penn Dot is responsible for the damage to the pipe; Mr. Johnson stated that maybe not having the rubber seal on the bridge may have caused more salt and water to affect the pipe. Mr. Henson made a motion to allow Mr. Johnson to replace 20 feet of sewer line on the bridge, Mr. Isaac seconded, approved.

Mr. Johnson stated that at the next meeting Chad Strickland will be attending he is Mr. Johnson's replacement.

Mr. Johnson has contacted Panda in reference to the emergency generator for pump station 3 he is waiting to see if the generator is still under warranty which it should be; it is cycling and will not stay on.

**Adjournment:**

As there was nothing further to discuss, the meeting was adjourned at 9:57 a.m. on a motion made by Ms. Pickett.

Respectfully Submitted,  
*April Maynard*  
Towanda Borough

# WYSOX TOWNSHIP MUNICIPAL AUTHORITY

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

**ABSENT:**

**OTHERS:** Chris Jones – Solicitor; Fred Johnson – Superintendent (ret); Chad Strickland - Superintendent

**VISITORS:** Jon Kulick – Wysox Township Manager; Thomas Thompson III – Wysox Township Supervisor; Evan Barnes – Wysox Township Supervisor; Jonathan Foster – Wysox Township Solicitor; Kyle Lane – Towanda Borough Manager

## **Visitor:**

### **Chad Strickland:**

Mr. Johnson introduced his replacement to the Board; Chad Strickland.

### **Wysox Township Board of Supervisors:**

Mr. Foster stated that the Board of Supervisors discussed the ordinance and any changes and revisions that need to be made to the ordinance in order to have customers comply who have yet to hook up the water system, and to change items in the ordinance for the customers who kept a private water source.

For the private water source customers wording would be changed in the regulations to state to remove all internal water supply piping to the structure. Wording would include an outside spigot for delivery of the private water source and no inside internal connection can be made to the private water source. The customers who have an outside water source will be required to have the disconnection inspected by the Township or Municipal Authority representative. A private source disconnection certificate will be issued that stated the homeowner will not reconnect to the private source. Mr. Them asked if a customer is found in violation of reconnecting to the private water source if we could have the customer abandon their well.

We need make the wording changing the violations from criminal to civil and have a per diem penalty.

Mr. Barnes stated the inspection side needs to be done; we need to get a cost if we need to use a third party or the Authority for inspections. Mr. Barnes stated that every water customer should get an initial inspection; then customers who still keep a private source will then be suspect to random inspections.

Mr. Them asked about the customers who have not hooked up if that is being addressed in the changes; Mr. Barnes stated that the per diem penalty should address that. The Board discussed the different scenarios in which customers have not yet hooked up to use the municipality water system. Mr. Jones stated the ordinance does define that any improved property within 150 feet of the Municipal water main must hookup and use the water; so this is addressed in the ordinance the penalty for not doing so needs to be addressed.

The Board and Township Supervisors agreed that the ordinance should have the ordinance penalty changed advertised at special meeting for the Township on the 31<sup>st</sup> and approved on the June 14<sup>th</sup> meeting.

**Minutes:**

The minutes from the meeting held on April 20, 2018 were approved as written on a motion made by Mr. Isaac and seconded by Mr. Them, approved.

**Bills:**

The following bills 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>May 2018</b>	<b>Amount:</b>
TMA	WWTP 2008 Pennvest Payment- 5/18	\$ 2,357.97
TMA	WWTP 2008 Pennvest Int – 5/18	\$ 751.36
TMA	Administrative cost- 5/18	\$ 2,103.67
TMA	Sewer Flows (Apr)	\$ 14,975.62
TMA	Contracted Services	\$ 4,694.32
Frontier	Telephone – 6 Invoices	\$ 279.04
TMA	Penelec P.S.2,4,5,6,7	\$ 898.50
TMA	Administrative Cost 2017	\$ 270.00
Mid Atlantic Pump	Rubber Grommet O rings	\$ 195.00
Auto Parts of Wysox	V Belt P.S.#2	\$ 77.30
Penelec	P.S. 1	\$ 307.61
<b>TOTAL:</b>		<b>\$26,910.39</b>

<b>Wysox Water Operating List of Bills:</b>	<b>May 2018</b>	<b>Amount:</b>
TMA	Water (Apr)	\$ 10,318.66
TMA	Contracted Services	\$ 1,614.61
TMA	Misc Vendors – Penelec P.S.	\$ 715.60
TMA	Misc Vendors- Penelec meter vault	\$ 94.81
TMA	Misc Vendors – Penelec Tank	\$ 51.28
TMA	Misc Vendors – AT & T scada	\$ 108.09
TMA	Misc Vendors - Lab	\$ 45.00
TMA	Misc Vendors: Quill	\$ 28.84
<b>TOTALS:</b>		<b>\$12,976.89</b>

**Solicitor:**

Mr. Jones stated he will be meeting with Mr. Foster on Wednesday to discuss changes to the ordinance.

**Superintendent:**

Mr. Johnson stated the Children Center problem will be billed to the municipality; the sewer line was incorrectly fixed/repared most likely by the contractor who installed the water line and we have assisted the contractor in fixing the repair.











































