

WYSOX TOWNSHIP MUNICIPAL AUTHORITY

June 21, 2024

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

ABSENT:

OTHERS: Matt Aikey – Superintendent; Chris Jones – Solicitor ; Eric Casanave – Stiffler McGraw

VISITORS: None

Visitor:

Minutes:

The minutes from the meeting held on May 17, 2024 were approved as written, on a motion made by Mr. Isaac, and seconded by Mr. Henson, approved.

Bills:

Mr. Isaac made a motion to approve the following bills for June, Mr. Henson seconded, approved.

| Wysox Sewer Operating List of Bills: | June 2024 | Amount: |
|---|-------------------------------------|---------------------|
| TMA | Wilmington Trust – 7/01/2024 | \$ 3,061.25 |
| TMA | Administrative cost- 5/24 | \$ 2,103.67 |
| TMA | Sewer Flows (May) | \$ 24,286.31 |
| TMA | Contracted Services | \$ 3,790.46 |
| TMA | Penelec PS 2,3,4,5,6,7,8,9 | \$ 1,257.65 |
| TMA | M & T monthly pymnt | \$ 4,988.45 |
| Gannon Insurance | Comm Policy Pkg | \$ 2,017.75 |
| TMA | Frontier - telephone | \$ 53.38 |
| TMA | Areys – Dollar General job material | \$ 48.97 |
| Penelec | PS 1,2,4,5,6,7 | \$ 1,362.22 |
| | | |
| TOTAL: | | \$ 42,970.11 |

| Wysox Project Acct List of Bills: | June 2024 | Amount: |
|--|------------------|----------------|
| | | |
| TOTAL: | | \$ 0.00 |

| Wysox Water Operating List of Bills: | June 2024 | Amount: |
|---|------------------------|----------------|
| TMA | Water (May) | \$ 13,956.45 |
| TMA | Contracted Services | \$ 2,929.34 |
| BNYMellon NY | June 2024 | \$ 12,572.91 |
| TMA | Penelec Lake Rd. Vault | \$ 95.46 |
| TMA | AT & T Scada | \$ 101.76 |
| Gannon Insurance | Commercial Pkg Policy | \$ 794.75 |
| Pace Analytical | Lab Analysis | \$ 89.00 |

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| Penelec | Lake Rd Tank, PS 1 | \$ 866.30 |
| TOTALS: | | \$ 29,216.34 |

Engineer:

Mr. Casanave stated he did speak to the company's president in reference to our inspections; they agreed to reduce the cost of our outstanding invoices which would be approximately \$5,400.00. Ms. Maynard questioned if we have the invoice; Mr. Casanave stated no that invoice was not sent due to the discussion on the inspections. Mr. Casanave stated that they are only half way done with inspections. Mr. Them asked that going forward would we be able to have a rate per inspection; Mr. Isaac stated maybe a few different rates so that we can look at. Mr. Casanave stated he would be able to provide that. Mr. Williams stated he would like to have a map of what inspections have been done. Mr. Aikey outlined the inspection system they had in place in Old Lycoming; he stated that the rules and regulations should layout the inspection process and what is done for noncompliance of the regulations. He stated they broke down the township into sections and inspected a section a year; they had a dedicated employee responsible for the inspections, they sent a letter and informed the customer of the inspection and they had 30 days to schedule, if they did not schedule, they had a penalty assessed until they complied. The inspections were performed on a rotation so that every residence was inspected every 5 years or so. Mr. Aikey stated the process did require hiring additional personnel, which we currently do not have here. Ms. Pickett stated would we benefit from the hiring of more personnel; Mr. Aikey stated the system as a whole would benefit from inspecting properties for infiltration and noncompliance of the rules and regulations. Mr. Williams asked what time frame is the Borough looking at in having employees to perform inspections; Mr. Aikey stated he is looking at hiring now, but the personnel would have to be trained. Mr. Aikey stated we are a very reactive system; we need to be proactive not only for Wysox but for Towanda Municipal Authority as well. Mr. Aikey stated no matter what this Board choses to do we need to streamline the process so the inspections are done; the system he used worked. Mr. Williams stated having it inhouse would be great, and rotating inspections would be what is needed. Mr. Aikey stated he was given approval from council to hire personnel.

Ms. Maynard questioned who had the thumb drive Mr. Casanave provided with the inspection information; Mr. Them stated he has it.

Mr. Casanave stated he has started the infiltration study they came up to check where they would be putting the meters to check sewer flows, they will be coming up next week to install the meters. They found 5 spots to install meters. Mr. Aikey stated we would use that information to look into the properties around those areas with high flow to inspect for infiltration; Mr. Casanave stated that yes, the grant was to find the infiltration in the system. We will be televising lake road and metering the mobile home park as well. We have the rain gauge is parked at the Township building. The five areas the metering will be done is at the manholes at the Chrysler Building, by the Reeves Business Park and Blush Beauty, Laning Creek Road and Pringle Lane, Lake Road before County View Drive, and Route 6 by ControlTech to capture the mobile home park. The meters will stay in place for 2 months.

Mr. Casanave stated the Penn Dot project for Lake Road and Pond Hill Road will be going out to bid in September of 2025; this impacts our sewer main. We have the choice of doing ourselves or having the project incorporated in the Penn Dot project. We would be relocating 150 feet of sewer main. Stiffler McGraw needs a consultant agreement; he will have that for signature at

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next months meeting. Mr. Them asked for a figure Mr. Casanave he stated he will have a ballpark amount next month.

Mr. Aikey stated have we ever told Penn Dot no; Mr. Casanave stated no we have never done that. Mr. Aikey stated they did in Old Lycoming; Ms. Pickett asked why don't we try.

Authorities:

The Board entered into discussion about joining the Authorities. Mr. Casanave stated the Authorities are two different entities and that is probably why they never combined. The Board agreed to combining. Mr. Aikey stated he would think that the combination of the Authorities would be beneficial to all customers. It begins with a feasibility study.

Mr. Them requested Mr. Aikey provide his ideas in writing to the Board so that we can discuss.

Attorney:

Mr. Williams questioned Mr. Jones on the Bond Redemption; Ms. Maynard stated she left that on the agenda just in case we had received more information. Mr. Jones stated he has not.

Mr. Jones stated he found the agreement amongst the landowners on Pine Tree Lane but he does not see any documentation that the Authority adopted that sewer line. Mr. Them questioned if we should adopt the line; Mr. Casanave stated that is up to the Board. Ms. Maynard stated that since never adopted the line should we contact the customers that they are responsible for their own maintenance? The Board stated yes.

Grinder Pumps:

Ms. Maynard stated she provided the Board with a list of the original grinder customers we are responsible for; she stated she has marked the accounts and also provided the sewer plan, who responds to the sewer calls with the list as well. We have come to a point we respond to all grinder calls, but we need to start billing the customers not on the list for the call out. Mr. Aikey questioned if we have Use and Maintenance Agreements with our customers; Ms. Maynard is not aware of that. Mr. Aikey stated that the agreements state we will carry spare parts to repair the equipment but they will be charged for the repair and replacement costs. Mr. Williams stated we have always done maintenance and have not billed for our costs. Ms. Pickett stated due to the emergent case we should go out. Mr. Isaac stated haven't we addressed this before; Ms. Maynard stated yes but our internal control needs addressed. Mr. Aikey stated that some of the call outs we are not even aware of as the customers call the sewer plant directly. We need to address this issue and correct it.

Mr. Aikey wanted to address the grant and grinder pumps; he wants to know if the whole assembly needs replaced or if we can get parts and have that monies extended to do more of the repairs needed. Mr. Aikey stated if we replace the grinder could we convey the grinder back to the customer; Mr. Jones needs to look into that. We have easements to the original 90 customers to the grinders. The funding has been satisfied, so we need to do research.

Superintendent:

Mr. Aikey stated that the DEP inspection of our water system was performed; it is performed every five years; Mr. Aikey presented the Board the DEP report; there was minor deficiencies noted; again, to reactiveness. Storage tank valves not being exercised, the tank inspections need performed every 5 years ours has not been inspected since we went in service. Mr. Aikey stated we have our tank scheduled to be done July 16th or 17th; in the list of bills, you will see the 50%

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required to set up the inspection the other 50% is due when the inspection is completed; the total was \$900.00; Mr. Aikey stated we are going to put the tank inspection on a 5-year cycle to stay in compliance. Mr. Henson questioned if the minor issues going to be addressed; Mr. Aikey stated that Mr. Pat Maynard has it now on his duties to keep everything looked and addressed on a scheduled basis. Mr. Aikey stated that one of the violations was for our tank having vegetation on the exterior, we need to go clean that off, overall, it is maintenance issues that were addressed, they were all minor deficiencies.

Mr. Aikey stated the interconnect meter is designed with a 12-inch fire line and a 4-inch line that comes off the 12-inch line that is metered; because of maintenance the check valve on the metered side was only opening 10% causing water to bypass the meter and when the tank called for water it was drawing from the Fireline which is not metered. Mr. Aikey stated the valve has been exercised and it working; we are still reviewing the issue. Mr. Aikey stated they are looking at putting a meter on the other side to verify we fixed the issue. Mr. Aikey stated we will inform the Board if we try to fix the issue in a different way.

Mr. Aikey stated we have been informed of personnel seeing the Wysox Fire Company pulling water from hydrants; our office is not being informed of the pulls. Mr. Williams stated he has addressed this with the fire company in the past.

Treasurers Report:

Mr. Them reviewed the budget numbers to date we are behind in revenue.

Adjournment:

As there was nothing further to discuss, the meeting was adjourned at 11:48 a.m.

Respectfully Submitted,
April Z Maynard
Towanda Borough