

# WYSOX TOWNSHIP MUNICIPAL AUTHORITY

July 19, 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 June 21, 2024 were approved as written, on a motion made by Mr. Isaac, and seconded by Mr. Henson, approved.

**Bills:**

Mr. Aikey explained we have an invoice from Clinton Controls for pump station 7, the control panel went bad in March, Mr. Aikey stated he did not discuss the issue with the Board prior to purchasing the equipment. Mr. Henson made a motion to approve the following bills for July, Mr. Isaac seconded, approved.

<b>Wysox Sewer Operating List of Bills:</b>	<b>July 2024</b>	<b>Amount:</b>
TMA	Wilmington Trust – 7/01/2024	\$ 3,061.25
TMA	Administrative cost- 6/24	\$ 2,103.67
TMA	Sewer Flows (Jun)	\$ 18,742.71
TMA	Contracted Services	\$ 3,683.39
TMA	Penelec PS 3,8,9	\$ 236.57
TMA	M & T monthly pymnt	\$ 4,988.45
Gannon Insurance	Comm Policy Pkg /bond Them	\$ 2,239.25
TMA	Frontier - telephone	\$ 51.66
TMA	Quill – Toner package	\$ 218.67
TMA	Stiffler McGraw Inv 153,154,230	\$ 2,539.42
Penelec	PS 1,2,4,5	\$ 850.73
Commonwealth of PA DEP	Chapter 302 Annual Service Fee	\$ 65.00
Clinton Controls	Panel upgrade PS 7	\$ 4,490.00
HallockShannon PC	2023 Audit	\$ 2,250.00
<b>TOTAL:</b>		<b>\$ 45,520.77</b>

<b>Wysox Project Acct List of Bills:</b>	<b>July 2024</b>	<b>Amount:</b>
Stiffler McGraw	Inv 4	\$ 1,920.00
<b>TOTAL:</b>		<b>\$ 1,920.00</b>

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<b>Wysox Water Operating List of Bills:</b>	<b>July 2024</b>	<b>Amount:</b>
TMA	Water (Jun)	\$ 24,990.33
TMA	Contracted Services	\$ 4,001.78
BNYMellon NY	July 2024	\$ 12,572.92
TMA	Penelec Lake Rd. Vault	\$ 80.49
TMA	Quill Toner package	\$ 218.67
Gannon Insurance	Commercial Pkg Policy/bond for Them	\$ 1,016.25
Pace Analytical	Lab Analysis	\$ 89.00
Penelec	Lake Rd Tank, PS 1	\$ 925.29
TMA	Stiffler McGraw Inv 153,154,230	\$ 4,698.83
AT & T	Scada	\$ 90.60
Commonwealth of PA DEP	Chapter 302 Annual Service Fee	\$ 65.00
HallockShannon PC	2023 Audit	\$ 2,250.00
<b>TOTALS:</b>		<b>\$ 50,999.16</b>

## **Engineer:**

Mr. Casanave stated the meters have been installed in the manholes for a couple of weeks; we have had a couple of rain events and can see an uptick in flow; they will continue to monitor.

Mr. Casanave updated the Board on a couple of PennDOT projects: he stated that Mr. Aikey and himself were part of a pre utility meeting about the intersection of Route 6 and 187; the roundabout is no longer happening; they have come up with another design that straightens out Lake Road and a major widening of Route 6. They shared the preliminary layout with the property that is slated to be taken in order to accomplish the project. Our sewer and water will be affected. This is a 2026 project we will know more later in the fall. We still need an authorization letter for Stiffler McGraw to be our consultant on this project.

Mr. Casanave stated he did wish to have the authorization letter for the Authority to sign for the Pond Hill bridge project. Mr. Casanave stated he has not heard from Penn Dot on the project test digs. Mr. Casanave stated that our sewer line will need to be moved but it may also affect our water line depending on the test digs findings. This is a 2025 project and we should know more next month.

Mr. Casanave stated the Local Shares Grant is once again opening; we submitted pump station 5 upgrade last year. We might want to consider our force main across the Bridge. The Board did not recollect the price given for this project; Mr. Them stated we should apply for this project. Mr. Them questioned if pump station 5 project was not funded; Mr. Casanave stated the awards for this grant is issued in September.

## **Attorney:**

Mr. Jones stated he spoke with Ms. Courtney Gracz with Wilmington Trust; Ms. Gracz agreed to start the bond redemption at the end of this year. Mr. Jones stated we can give instructions to Wilmington Trust to place the funds in a money market account; without instructions they just place the funds in a regular account. Mr. Them mentioned that we do not complete our

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financials until after the 31<sup>st</sup> of December; Mr. Them would like to talk to them to see if we can wait until the beginning of the year. Mr. Jones stated Ms. Gracz has been accommodating so we will contact her closer to the end of the year with this concern.

## **Grinder Pumps:**

Mr. Aikey stated he wanted to get clarification on the Grant; Mr. Aikey stated the grant read to “replace 10 grinders that were the responsibility of the Authority, and give the grinder pump back to the homeowners responsibility”; Mr. Aikey stated does that read correctly and we no longer want to be responsible for the grinders. Mr. Casanave stated we were locked into the responsibility of the grinders by the funding source at the time; Mr. Casanave stated the “10” was a funding amount in the grant. Mr. Them mentioned we are responsible for more than 10 grinders; Ms. Maynard stated we are responsible for 90; the list was distributed last month to the Board. Mr. Casanave questioned if the debt has been satisfied; Ms. Maynard stated that WTMA only has water debt the only sewer debt owed is for the 15.8% due to M & T and the bond refinance that TMA did on their sewer debt.

Mr. Aikey stated the reason he brought this up was because the amount it is costing the Authority to maintain the grinders. Mr. Aikey stated a customer whose house was built in 1991 was informed he was getting a new grinder and he is not one of the original customers.

Mr. Them stated we need to convey the easement back to the customers. Mr. Them questioned Mr. Jones how much it would cost to convey the easement back to the customer.

The Board discussed how different municipalities handle grinder pumps.

Mr. Them stated we need to give the grinder pumps back as we cannot continue to pay these costs for a fraction of our customers.

Mr. Casanave stated we also need to address how we handle call outs. Ms. Pickett stated she thought this was discussed that if a customer call it is an emergency and we need to respond.

Mr. Aikey stated we need policy from the Authority and we will implement it from our end; if it is an emergency we will go out.

Ms. Maynard stated she will have Ms. McLinko get the list of the original 90 grinders and add the tax parcel ID to them and forward that to Mr. Jones. Mr. Jones stated he will pull the easements and get with Mr. Casanave to see how to move forward.

Mr. Isaac stated the Authority needs to come up with direction and Mr. Aikey needs to come up with policy to resolve this issue.

## **Authorities:**

Mr. Aikey stated at Monday’s TMA meeting the discussion Mr. Williams and Mr. Walsh had after last month’s meeting was discussed with the TMA Board; the Board stated that either to put the request in writing or attend a TMA meeting so all Board members are advised. The Board discussed a special meeting to discuss this issue.

Mr. Henson made a motion to proceed with discussion with Towanda Municipal Authority in reference to the possible merger of both authorities, Mr. Them seconded, approved.

Ms. Maynard stated she would email TMA members with the discussion of a special meeting with both Boards.

## **Superintendent:**

Mr. Aikey stated that he had nothing else to discuss.

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**Treasurers Report:**

Mr. Them reviewed the budget numbers and stated we are doing fine; we are little behind in sewer.

**Audit:**

Since the delay in receiving the packet, the Board decided to table the review of the Audit and tabled discussion to next month.

**Mr. Henson:**

Mr. Henson mentioned the fact that Mr. Sumner was to come to this month's meeting; Ms. Maynard stated she never reached back out to Mr. Sumner; she was aware he was unable to attend the June meeting but last discussion was that he was to attend this one, she will contact him.

Mr. Henson also mentioned were we to discuss the findings on the inspections so far and enforcement if any of those in violation. Mr. Williams stated that discussions were made to have all inspections done then review the findings as we may have to amend our rules and regulations as they may not pertain to what is being discovered as a violation. Mr. Them has the thumb drive with the inspections done to date and he will give it to Ms. Maynard to see if she can put the inspections in a format of violations/findings.

**Adjournment:**

As there was nothing further to discuss, the meeting was adjourned at 11:10 a.m.

Respectfully Submitted,  
*April Z Maynard*  
Towanda Borough