

WYSOX TOWNSHIP MUNICIPAL AUTHORITY

November 15, 2024

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

ABSENT:

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

VISITORS:

Visitor:

Minutes:

The minutes from the meeting held on October 18, 2024 were approved as written, by a motion made by Mr. Henson, and seconded by Mr. Isaac, approved.

Bills:

Mr. Them questioned the invoice from LB Water; Ms. Maynard stated that Fieldlogic is the software used on the meter reader; Mr. Aikey stated that it went substantially up in price; Mr. Them stated why are we paying half of the invoice if Towanda has 2200 customers and Wysox has 300. Mr. Williams questioned the electric bill for pump station 2; is it normally that high; Mr. Aikey will look into it. Mr. Aikey pointed out that pump station 2 is right before pump station 1 and the electric is about the same. Mr. Henson made a motion to approve the following bills for November, Mr. Isaac seconded, approved.

Wysox Sewer Operating List of Bills:	November 2024	Amount:
TMA	Wilmington Trust – 11/01/2024	\$ 3,061.25
TMA	Administrative cost- 11/24	\$ 2,103.67
TMA	Sewer Flows (Oct)	\$ 15,991.31
TMA	Contracted Services	\$ 9,080.31
TMA	Penelec PS 2,3,6,7,8	\$ 725.45
TMA	M & T monthly pymnt	\$ 4,988.45
Gannon Insurance	Comm Policy Pkg	\$ 2,015.75
TMA	Envirep – back cover o rings PS4	\$ 40.45
TMA	LB Water – Fieldlogic Read support	\$ 925.00
Frontier	Telephone	\$ 54.50
Core & Main	9 Manhole frames & covers	\$ 2,568.58
GDDJ	Legal Services	\$ 187.50
Penelec	PS 1, 9	\$ 396.45
Stiffler McGraw	Inv 159 & Inv 2 24-6003	\$ 2,835.00
TMA	WG Walden Annual calibration PS 1	\$ 156.50
TMA	Arey's – toggle bolt/nuts PS 2 & PVC coupling, plugs, adapt	\$ 105.72
USPS	Annual PO Box fee	\$ 42.00
TOTAL:		\$ 45,277.88

WYSOX TOWNSHIP MUNICIPAL AUTHORITY

November 15, 2024

Wysox Project Acct List of Bills:	November 2024	Amount:
Stiffler McGraw	Inv 9	\$ 8,795.00
TOTAL:		\$ 8,795.00

Wysox Water Operating List of Bills:	November 2024	Amount:
TMA	Water (Oct)	\$ 23,344.87
TMA	Contracted Services	\$ 6,697.84
BNYMellon NY	Nov 2024	\$ 12,572.92
TMA	Penelec Lake Rd. Vault	\$ 90.34
TMA	LB Water Fieldlogic read support	\$ 925.00
Gannon Insurance	Commercial Pkg Policy	\$ 793.25
Pace Analytical	Lab Analysis	\$ 89.00
GDDJ	Legal Service	\$ 187.50
Stiffler McGraw	Inv 159 & Inv 2 24-6003	\$ 595.00
AT & T	Scada	\$ 90.60
RJ Corman	Rte. 187 and Riverfront Crossings	\$ 2,253.93
Steward Rosengrant Estate	Refund overpayment	\$ 30.88
USPS	Annual PO Box fee	\$ 42.00
Wilmington Trust	Annual Debt Svc Fee	\$ 2,500.00
TOTALS:		\$ 44,185.91

Engineer:

Mr. Casanave stated we received the Local Shares Grant for pump station 5. Mr. Williams stated he is having problems logging into keystone login page but he thinks he got it corrected and will be able to log in later today. Mr. Them stated he had the same issue as an old email was used and he had to call and get that corrected. Mr. Casanave stated once the grant signatures are obtained, we can look at December or January to get that project started.

Mr. Casanave stated he has the cost estimate and breakdown for pump station 4 Local Shares Grant application we will be submitting for the new round of funding. Mr. Casanave stated he met Mr. Aikey at pump station 4; this is an expensive project; we are looking at the cap amount of \$1,000,000.00; the project is more than that. Mr. Casanave stated they are looking at putting in a comminutor. This pump station is at the bottom of Lake Road. Mr. Casanave provided the board with the cost estimate; he went rather high on his estimates as we are looking at three years before this project would begin, if we were awarded the grant. The Authority is looking at funding \$230,000.00 out of pocket if the grant is awarded. Mr. Casanave discussed the upgrades and additional items needed to rehab the pump station to include: installing a flow meter, repair the wet well, new rails, new pumps, all new electronics, allow direct access to the wet well, and install backup generator, and privacy fence. Mr. Aikey questioned if we can add the building if we are already over, and the possibility of bids coming in lower; Mr. Them asked what he was looking for

WYSOX TOWNSHIP MUNICIPAL AUTHORITY

November 15, 2024

in a building; Mr. Aikey stated that a 10 x 14 building to house the generator and controls to keep them out of the elements; he noticed we do not anything of that type for any of our equipment. Mr. Casanave stated we can put it and the scope of work so that it is documented as being part of the project. Mr. Henson made a motion to approve Resolution 02-2024 Local Shares Grant for \$1,000,000.00 for rehabilitation of pump station 5 and to allow Mr. Williams and Mr. Them to execute all documents for Wysox Township Municipal Authority, and to allow Stiffler McGraw to submit the online grant application, Mr. Them seconded, approved.

Mr. Casanave stated the flow meters have not recorded any measurable rainfall; we will be pulling the meters and try again as we do not want them to sit during the winter.

Mr. Casanave stated they received plans yesterday on the Pond Hill project; he has not had time to review them.

We had a utility meeting for the 187/Route 6 reconfiguration, Mr. Aikey and Mr. Casanave attended. We will be relocating storm water lines a fire hydrant and maybe a water line. The design is not advanced to know what of our infrastructure might be impacted. Mr. Casanave does not think we have much impact but we have to wait for the plans.

Mr. Casanave stated that the Waste Water Treatment Headworks project was submitted to PennVest. Mr. Them questioned if we are responsible for any of that amount; Mr. Williams stated we are responsible for 15.8%. We will not know what will be loan and what will be grant until January.

Executive Session:

The Board entered into executive session at 10:08 a.m. and remained in session until 11:02 a.m. in regards to legal matters associated with grinder pumps and potential litigation.

Mr. Jones will continue research and provide alternatives and solutions.

Superintendent:

Mr. Aikey stated that he has nothing further to discuss.

Treasurer's Report:

Mr. Them stated we are at 83% of the year at the end of October we are at 87.8% in our water revenue. We have a total loss of \$19,775.00, Mr. Them budgeted a break even. Mr. Them stated this is due to our inspections not being budgeted correctly. Mr. Them stated we will have a loss of \$40,000.00 this year.

Delinquents:

Mr. Henson questioned a customer on the delinquent list who is shut off for nonpayment but made a payment this month; Ms. Maynard stated that they have made a payment but it is not sufficient to restore the water service. Mr. Henson stated he seen names on the list he normally does not see; Mr. Williams stated it is just timing. Ms. Maynard stated customers who have not paid are placed on the list; customers who are 60 days delinquent receive a letter and customers who are 90 days delinquent get a shut off notice.

WYSOX TOWNSHIP MUNICIPAL AUTHORITY

November 15, 2024

Ms. Maynard stated she did contact Mr. Jones on Mr. Thompson's accounts, to issue an intent to lien letter. Ms. Maynard also mentioned the Michel property is up for Sheriff Sale.

Inspections:

Mr. Henson stated we need to complete our inspections. Mr. Them questioned Mr. Aikey if they can be done inhouse; Mr. Aikey stated that that is his contention but we need to hire competent workers. Mr. Aikey stated we have the same problems in Towanda as Wysox, and no personnel to do inspections. Mr. Jones stated could we not look at the inspections done and find a pattern; Ms. Maynard stated she did provide a spreadsheet that was a synopsis of what was found for the inspections that were done. The Board discussed the inspections and the process. Mr. Henson mentioned could Stiffler McGraw come up with a rate per inspection; Mr. Casanave stated yes but most of Mr. Johnson's time was in scheduling inspections. Mr. Jones questioned what the issue we were seeing on the customer end; Ms. Maynard stated the well line and well equipment being removed from the house; Mr. Williams stated that was allowed to begin with, and now we are expecting customers to spend money to adhere to our new rules and regulations. The Board continued the discussion of inspections.

Adjournment:

As there was nothing further to discuss, the meeting was adjourned at 11:40 a.m.

Respectfully Submitted,
April Z Maynard
Towanda Borough