

WYSOX TOWNSHIP MUNICIPAL AUTHORITY

December 20, 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 November 15, 2024 were approved as written, by a motion made by Mr. Isaac, and seconded by Mr. Henson, approved.

Bills:

Mr. Them questioned the invoice from Envirep; Mr. Aikey stated they are the local distributor for parts for the pump stations; they came and rebuilt a pump due to volute having a hole in it. Mr. Isaac stated that contracted services is down. Mr. Henson made a motion to approve the following bills for December, Mr. Isaac seconded, approved.

Wysox Sewer Operating List of Bills:	December 2024	Amount:
TMA	Wilmington Trust – 12/01/2024	\$ 3,061.25
TMA	Administrative cost- 12/24	\$ 2,103.67
TMA	Sewer Flows (Nov)	\$ 16,904.72
TMA	Contracted Services	\$ 3,180.86
TMA	Penelec PS 2,3,4,5,6,7,8,9	\$ 1,008.70
TMA	M & T monthly pymnt	\$ 4,988.44
TMA	Bishop Brothers Const. -RT6 manhole patching	\$ 77.47
TMA	Envirep – PS 2 installation pump volute, PS 8 maintenance & parts' PS 1 impeller & washer, capscrew	\$ 4,227.56
Frontier	Telephone	\$ 53.09
Arey 's	Grinder parts	\$ 57.37
GDDJ	Legal Services	\$ 525.00
Penelec	PS 1,2,4,5,6,7	\$ 1,473.36
Stiffler McGraw	Inv 160	\$ 3,511.00
TOTAL:		\$ 41,172.49

Wysox Project Acct List of Bills:	December 2024	Amount:
Stiffler McGraw	Inv 10	\$ 7,219.00
TOTAL:		\$ 7,219.00

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Wysox Water Operating List of Bills:	December 2024	Amount:
TMA	Water (Nov)	\$ 21,333.51
TMA	Contracted Services	\$ 3,122.49
BNYMellon NY	Dec 2024	\$ 12,572.99
TMA	Penelec Lake Rd. Vault, PS	\$ 821.33
TMA	LB Water Freeze less yard hydrant, rubber infra risers	\$ 903.25
Pace Analytical	Lab Analysis	\$ 89.00
GDDJ	Legal Service	\$ 525.00
Stiffler McGraw	Inv 160	\$ 735.00
AT & T	Scada	\$ 90.60
Penelec	PS, Tank	\$ 815.45
Steward Rosengrant Estate	Refund overpayment	\$ 92.95
TOTALS:		\$ 41,101.57

Engineer:

Mr. Casanave stated that the engineer for PennDOT has approached both Mr. Aikey and himself in reference to their new facility in Wysox. They intend to extend private water and sewer to their new facility on Craftmaster Road. Mr. Them questioned if we would want to have them size the piping big enough for expansion; Mr. Casanave stated we would then have to take over the line and if we do not have flows to that area, we will have to make accommodations to ensure there is not stagnant water in that area; this is a 2000-foot extension. Mr. Them questioned if we have any service already in that industrial side; Mr. Casanave stated no.

Mr. Aikey stated he received a call from Mr. Chris Wood from M R Dirt in reference to extending the line closer to this side; Mr. Casanave stated that was the TSS expansion that came up last year. Mr. Casanave stated that project involves a pump station.

Mr. Aikey questioned why both projects would not get together on this; the Board stated it is quite a distance between both expansions.

Mr. Casanave stated that Penn Dot will require a grinder pump and booster station for sewage. Mr. Casanave stated there would be a meter pit after our main by Sheetz for the water for the Penn Dot line; Mr. Williams stated we have water past Sheetz on Craftmaster Rd.; Mr. Casanave stated he will review the as-builts.

Mr. Casanave stated that he has not heard anything on the Pond Hill project or Route 6/Route 187 project.

Mr. Casanave stated that the grant contract was signed this week for pump station 5; Mr. Casanave stated he will bring an engineering agreement for this project next month. Mr. Them questioned the funds; Mr. Casanave stated this is reimbursable as charges are incurred. We have an additional \$70,000.00 in engineering costs not covered by the grant.

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Mr. Aikey questioned what our odds in getting pump station 4 grant; Mr. Casanave stated we are at the limit of what we can request; Ms. Pickett stated it depends on what other projects are out there. Mr. Aikey stated he has been informed that pump station 4 needed addressed before pump station 5; Mr. Casanave stated that we were aware but due to funding we went for pump station 5 as it was not as expensive than pump station 4.

Ms. Pickett stated that pump station 4 can be a possible phase project.

Mr. Casanave stated grants have been looked at as not always available; Ms. Pickett concurred.

Mr. Casanave stated that he has always put everything in on a grant because you can take items out but not put them in.

Mr. Henson stated if we are ready to start the pump station 5 project; Mr. Casanave stated yes there are added engineering costs that need to be budgeted; Mr. Them stated he would like to know what they are before we go any further.

Mr. Casanave stated they will have availability for resuming inspections as long as someone does the scheduling as was mentioned in prior meetings. Ms. Pickett stated we need to look at our financial picture first.

Solicitor:

Mr. Jones stated his title searcher is still looking at the properties on the grinder list provided by Ms. Maynard; it looks like some properties do not have an easement. Once we can fully assess that, we will then go forward on what we need to do with grinder pumps.

Mr. Jones stated he will work on the fee resolution once we receive that information if any changes are going to be made.

Mr. Jones stated he also reviewed Towanda's rules and regulations and their rates; to review what Towanda is doing in order to have customers comply in letting them enter their residence; Towanda charges a \$150.00 fee every month until they allow access. We can do that as well. Mr. Aikey stated that is new since he started.

Mr. Henson stated he forwarded an article on how to handle delinquents; Mr. Jones stated he must not have read into his email further; Mr. Jones will address that at next month's meeting.

Mr. Jones requested if we want him to change the rules and regulations to mirror Towanda's on inspections; Mr. Isaac stated we should do that now. Mr. Williams stated that would avoid court costs. Mr. Jones will have that outlined next month.

Superintendent:

Mr. Aikey stated we have the specifications changed and we need to enforce having work inspected and permits obtained. Mr. Them questioned if they need to do an ordinance to get a permit for any water/sewer work. Mr. Casanave thinks we have that in our regulations we just need to inform contractors and residents. Mr. Aikey stated that we need to enforce it. Our issue is that we are not looking at what is being put in the ground prior to it being covered.

Mr. Aikey stated that there is a tap in fee and a permit fee, we need to make everyone aware.

Mr. Aikey stated that the pump stations did get maintenance on wear and tear items.

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Treasurer's Report:

Mr. Them stated we are at \$8000.00 behind in our predicted loss; we will look at December numbers to get the final numbers. Mr. Them questioned why we have a negative interest; Ms. Maynard referred him to Ms. Schoonover. Mr. Them questioned the bank balance; he questioned the amount as he budgeted a break-even budget; he will talk to Ms. Schoonover. Mr. Them requested to be informed of any increase that Towanda puts in place. Mr. Them questioned when we would know about the Headworks project; Mr. Casanave stated they will know late January what is loan and what is grant; this will probably go out to bid in August. Ms. Maynard stated that Penn Vest will request a rate resolution for funding.

Mr. Them questioned if Mr. Hatch has contacted the auditors yet; Mr. Aikey stated we might get an update at this month's meeting.

Mr. Isaac requested Mr. Them attend the TMA meeting.

2025 Meeting Dates:

Mr. Isaac made a motion to advertise the following meeting dates for 2025, Mr. Them seconded, approved.

January 17th
April 25th
July 18th
October 17th

February 21st
May 16th
August 15th
November 21st

March 21st
June 20th
September 19th
December 19th

Engineer Agreement:

Mr. Casanave stated that there was a 3% rise in rates and a \$5.00 increase in attendance to meetings. Mr. Henson made a motion to enter into Engineer Service Agreement with Stiffler McGraw for 2025, Mr. Isaac seconded, approved.

Seasonal Rates:

Mr. Henson mentioned he receives the Authorities magazine; in that they had discussion on seasonal rates for seasonal customers. Mr. Henson questioned Mr. Jones what his opinion is on that; Mr. Jones stated as long as our rates are uniformed. Ms. Pickett stated why would we do that; Mr. Williams stated the non-use does create issues.

Adjournment:

As there was nothing further to discuss, the meeting was adjourned at 10:45 a.m.

Respectfully Submitted,
April Z Maynard
Towanda Borough