

Towanda Municipal Authority

January 18, 2021

The January meeting of the Towanda Municipal Authority was called to order by Mr. Walsh at 5:03 p.m.

PRESENT: Paul Sweitzer

The following via teleconference: Michael Walsh, Charlotte Sullivan, Ellen Lacey, Carmen Venezia, William Shaw

ABSENT: Fred Johnson, Robert Williams-WTMA Chairman

OTHERS: Kyle Lane, Manager; Chad Strickland, Superintendent; James Pruyne, Solicitor; Brian Shura, Stiffler McGraw

Visitors: None

Minutes:

The December 18, 2020 meeting minutes were approved as written on a motion made by Mr. Shaw and seconded by Ms. Sullivan, approved.

Bills:

The December bills were approved on a motion made by Ms. Sullivan and seconded by Mr. Shaw, approved.

Water Project:

Mr. Lane stated that we are about 99% done with the water project.

We are filtering water at the plant but have not sent it to town yet; we are getting our chlorine operating smoothly. The Scada integrator is at the plant now working on the reporting and working on an error we are getting on the chlorine line.

We submitted our last EDA request on the 21st.

Mr. Lane stated a tour of the plant was done on the 9th, Mr. Venezia attended and the rest were council members, they also toured the waste water plant.

We will be doing an official grand opening of the plant.

The following pay applications were presented:

Contract 2 pay application 19 for \$50,118.17 balance left on this contract is \$33,916.93 not including change orders.

Ms. Lacey made a motion to approve the pay applications, Mr. Shaw seconded, approved.

Mr. Lane stated there is still spring time work to be completed. Mr. Shura stated that there are punch items as well as demolishing the old wells once the plant is up and operational for a few months.

The following Penn Vest requisition was presented:

Penn Vest requisition #19 for \$3,956.58.

Ms. Lacey made a motion for the Penn Vest requisition, Ms. Sullivan seconded, approved.

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The following change orders were presented:

Contract 2 change order 6 for \$14,325.78 for the repair of pipes at the Robert's well, a cover for our monitoring well, onsite start up work for Pall to reprogram Robert's wells, a breaker that has been ordered from Pall for the compressed air system, chemical tubing for the chlorine, chemical containment skids that were required per DEP.

Mr. Shaw made a motion to approve the change order, Ms. Sullivan seconded, approved.

2018 Flood:

Mr. Casanave came up with the designs and plans and they were forwarded to PEMA for approval.

We have to wait for creek crossing permits in order to take these out to bid.

Mr. Walsh asked if we will have to pay the contractors before getting reimbursement, Mr. Lane stated that that depends on the contractor and our reimbursement time from PEMA.

Mr. Sweitzer asked for the cost; Mr. Lane stated that it is estimated at \$700,000.00 but the cost is reimbursed on the actual work as long as it fits the scope of the project.

Sewer:

Mr. Lane stated we ordered a backup mixer the lead tie is 12 – 16 weeks; this is one of the critical items that Mr. Walker identified.

We found out today that we had a drive go down at the plant; we are trying to get that refurbished.

Thomas St. PRV:

Mr. Lane stated we think that we will be able to install the new vault and PRV close to our existing one and just disconnect the old one and use the new one. This is under the Small Water and Sewer grant we were awarded and we have a 15% match.

Relocation of Water Main:

Mr. Lane stated he discussed this previously but Penn Dot is requiring us to move our water main along SR 220 near the bulk station; this will be a 75/25 reimbursement we pay 25% of the cost. We will look at Mr. Casanave determination to either incorporate the project with Penn Dot's vendor or we bid it ourselves. We are looking at getting two valves, manhole, and fire hydrant with this change.

Adjournment

As there was nothing further to discuss, the meeting adjourned.

Respectfully Submitted,
April Maynard
Recording Secretary

Towanda Municipal Authority

February 22, 2021

The February meeting of the Towanda Municipal Authority was called to order by Mr. Walsh at 5:00 p.m.

PRESENT: Michael Walsh, Fred Johnson

The following via teleconference: Charlotte Sullivan, Kayla Saxon

ABSENT: Carmen Venezia, William Shaw Paul Sweitzer, Robert Williams-WTMA Chairman

OTHERS: Kyle Lane, Manager; Chad Strickland, Superintendent; James Pruyne, Solicitor; Eric Casanave, Stiffler McGraw

Visitors: None

Ms. Lacek:

Mr. Lane informed the Board of the passing of Ms. Lacek on February 20th.

Ms. Saxon:

Mr. Lane introduced Ms. Saxon to the Board she is replacing Mr. DeWitt; she is a design technician with Milnes so she has experience in water, wastewater and stormwater projects.

Minutes:

The January 18, 2021 meeting minutes were approved as written on a motion made by Ms. Sullivan and seconded by Mr. Johnson, approved.

Bills:

The January bills were approved on a motion made by Ms. Sullivan and seconded by Mr. Johnson, approved.

Water Project:

Mr. Lane stated that the new treatment plant is operational and has been operational since the 27th of January. We will start disconnecting well 1 & 2 by the end of the month; TMA 1 will be demolished and filled, well 2 will be an observation well for GTP, all pumps will be removed.

The reporting from the SCADA has been troublesome.

The latest EDA request was submitted on the 27th of January, the funds will not be dispersed as we are at 90% of completion and we need to start to complete the EDA checklist in order to be reimbursed for the last 10% of the grant monies.

2018 Flood:

Mr. Lane stated we have received our stream crossing permits; we need our highway occupancy permit. We would like to get this bid as soon as possible.

Mr. Lane is looking at bids going out and have approval requested at the April Board meeting.

Mr. Lane stated the easements provided by Mr. Pruyne have been mailed and he received one card back and a call from one of the customers.

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Sewer:

Mr. Lane stated we need a new sewer push camera, the estimated cost is \$10,000.00- \$14,000.00, we are awaiting a demonstration from A & H equipment.

Thomas St. PRV:

Mr. Lane stated that we might have to do a DEP amendment for this project.

Hydrant:

Mr. Strickland stated that they were looking into a hydrant when the relocation of the water main is done in Towanda Township but Mr. Casanave agrees it might not be able to be done.

Mr. Lane stated we are looking at getting a hydrant placed between the Elks and Chapel Street.

Daly Property:

Ms. Daly's daughter sent a letter stating there is no estate and she is not paying the bill. Mr. Walsh asked Mr. Pruyne to verify there is a lien filed.

Mr. Applebee:

Mr. Lane stated Mr. Applebee is using the well that was granted for a greenhouse for furnishing water to his tenants when we shut him off for nonpayment. Mr. Pruyne had Mr. Applebee served to inform him to abandon the well.

Mr. Casanave:

Mr. Casanave presented the following Penn Vest requisition:

Penn Vest requisition #20 for \$30,304.94

Mr. Johnson made a motion for the Penn Vest requisition, Ms. Sullivan seconded, approved.

The following change order was presented:

Contract 2 change order 7 for \$17,126.61 for installing the blow off on finished water lines and additional excavation materials.

Ms. Sullivan made a motion to approve the change order, Mr. Johnson seconded, approved.

Mr. Casanave presented the substantial completion for the electrical contract, Urban Electric is the contractor, as of today February 22, 2021. Mr. Walsh asked if this includes the SCADA, Mr. Lane stated yes.

Mr. Johnson made a motion to approve substantial completion for Urban Electric, Ms. Sullivan seconded, approved.

Mr. Johnson asked and discussion was made on the SCADA system; Mr. Lane stated he is not happy with the product but will not do a change order to have the current integrator work on the system any further.

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Mr. Lane is looking at installing an automatic transfer switch on the Church well for the generator as well as purchasing cabling to have the generator(s) capable of being installed at any of our sites; these will be future change orders.

Adjournment

As there was nothing further to discuss, the meeting adjourned at 5:45 p.m.

Respectfully Submitted,
April Maynard
Recording Secretary

Towanda Municipal Authority

March 15, 2021

The March meeting of the Towanda Municipal Authority was called to order by Mr. Walsh at 5:02 p.m.

PRESENT: Michael Walsh, Fred Johnson, Kayla Saxon, Carmen Venezia, William Shaw
The following via teleconference: none

ABSENT: Paul Sweitzer, Charlotte Sullivan, Robert Williams-WTMA Chairman
OTHERS: Kyle Lane, Manager; Chad Strickland, Superintendent; Eric Casanave, Stiffler McGraw

Visitors: None

Minutes:

The February 22, 2021 meeting minutes were approved as written on a motion made by Mr. Johnson and seconded by Mr. Shaw, approved.

Bills:

The February bills were approved on a motion made by Mr. Venezia and seconded by Mr. Shaw, approved.

Water Project:

Mr. Lane stated the chemical feed lines for the clean in place process that is to be done every quarter; the welds starting leaking we replaced the stainless steel with CPVC.

The contractor has started removing the piping from wells 1 & 2, they have been removed from the distribution system.

Mr. Casanave stated that they are looking at a different contractor to fill the well, as the quote we received from the one onsite is way overpriced.

Mr. Lane stated that Mr. Shura and himself will be working on the grant checklist to get that closed and final payment released.

Mr. Lane stated we will have final payments for the contractors for Penn Vest.

Mr. Casanave:

Mr. Casanave presented the following Penn Vest requisition:

Penn Vest requisition #21 for \$13,807.83

Mr. Johnson made a motion for the Penn Vest requisition, Mr. Venezia seconded, approved.

Mr. Lane stated there are no pay apps as we are awaiting steel certifications, and prevailing wage sheets.

2018 Flood:

Mr. Lane stated that the ad for the bid on the work on the 3 crossings was placed in the paper; it ran on March 11th and will run again on March 18th; bids are due and will be opened on April 12th at 2:00 p.m.

We have one executed easement agreement.

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We have an approximate \$400,000.00 to cover and secure 9 other locations we identified from New Albany to Laddsburg.

Sewer:

Mr. Lane stated we removed two chemical storage tanks from our NPDES permit a few years back and we are looking into getting the tanks removed from the property.

Thomas St. PRV:

Mr. Lane stated that we have to do a DEP amendment for this project. Mr. Casanave is starting to work on the design. This project will have to be bid out.

Hydrant:

Mr. Casanave stated he has looked at the placement of the hydrant in Towanda Township and it will not be able to be placed in the Penn Dot project but the road would be torn up so we could run a line for the hydrant, but that would be at the expense of the Authority.

County Extension Request:

The County has asked for a 500-foot extension off the Vo Tech line to go towards Best Line. They are looking to place a fireman's training facility. Mr. Lane gave them an approximate cost for this project.

Penn Vest Program:

Mr. Lane stated that about a year ago he discussed a Penn Vest program that was introduced to reduce lead in water systems. We have identified Monroeton area that qualifies due the age of that system. The program was introduced last year and they had little to no response; with all Penn Vest programs we need to be shovel ready in order to apply. Mr. Lane stated in order to be shovel ready we need to have Stiffler & McGraw design the project. This is a grant program but we may not qualify for total grant funds; Mr. Casanave stated we might have to expend some funds; we can apply and if funding is not favorable, we do not have to do the project but we will have designs ready for any future funding.

Mr. Lane asked if Penn Vest has qualifications; Mr. Casanave stated that no information has been given.

Mr. Lane stated that the Board needs to make a decision to proceed with the engineering of this project to present to Penn Vest at their May meeting; Mr. Casanave stated design cost is approximately \$65,000.00 we are looking at a 1.2 million project. Mr. Walsh stated that Monroeton is one of the oldest parts of our system even if we have to table it, we will at least have plans.

Mr. Johnson stated that if we are planning on replacing water lines, we might need to upsize some of the lines; Mr. Casanave stated that we would need to amend our DEP application to upsize water lines.

Discussion started on other undersized lines in the Borough; Mr. Johnson stated Pratt Avenue needs upsized; Mr. Walsh agreed since our water is now coming from that area, we might want that engineered as well.

Mr. Lane stated that the Board also needs to keep in mind that we will need to address Hillcrest as well.

Mr. Walsh stated he need to proceed with the Penn Vest program and we would also like to have Pratt Avenue also engineered as well. Mr. Venezia made a motion to have Stiffler McGraw engineer the design for the water main replacement in Monroeton for the Penn Vest program and to separately design the upsize water line for Pratt Avenue, Mr. Shaw seconded, approved.

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Adjournment

As there was nothing further to discuss, the meeting adjourned at 6:30 p.m.

Respectfully Submitted,
April Maynard
Recording Secretary

Towanda Municipal Authority

April 12, 2021

The bid opening for the Paradise, Sawmill, and Leesway Crossings Project; Project NO. 20-6002.005 was called to order by Mr. Lane at 2:00 p.m.

PRESENT: Kyle Lane - Manager; Chad Strickland - Superintendent; Eric Casanave – Stiffler McGraw

Visitors: Ryan DeVincentis – Vacri Construction Corp.

Bid:

Mr. Lane opened the bids for the Crossings Project:

COMPANY NAME	BID AMOUNT	BID BOND INCLUDED?
Vacri Construction 1 Brick Avenue Binghamton, NY 13901	\$493,000.00	Yes
Sikora Bros.Paving Inc 110 Nevel Hollow Rd Hunlock Creek, PA 18621	\$300,170.00	Yes
Bristol Excavating 167 Firehouse Drive Troy, PA 16947	\$379,260.00	Yes

Mr. Cassanave will review the bid documents, notice to award will be at the Towanda Municipal Authority meeting on April 19th.

Adjournment

As there was nothing further to discuss, the bid opening was adjourned at 2:10 P.M.

Respectfully Submitted,
April Maynard
Recording Secretary

Towanda Municipal Authority

April 19, 2021

The April meeting of the Towanda Municipal Authority was called to order by Mr. Walsh at 5:04 p.m.

PRESENT: Michael Walsh, Fred Johnson, Carmen Venezia, William Shaw
The following via teleconference: Kayla Saxon, Charlotte Sullivan

ABSENT: Robert Williams-WTMA Chairman

OTHERS: Kyle Lane, Manager; Chad Strickland, Superintendent; James Pruyne, Solicitor; Eric Casanave, Stiffler McGraw

Visitors: None

Minutes:

The March 15, 2021 meeting minutes were approved as written on a motion made by Mr. Shaw and seconded by Mr. Venezia, approved.

Bills:

The March bills were approved on a motion made by Mr. Shaw and seconded by Mr. Johnson, approved.

Delinquents:

Ms. Sullivan stated that she had Ms. Maynard send her a list of delinquent billings; she reviewed the list and questioned if we are going to continue to leave the delinquents on the list or write them off. Mr. Lane stated that the delinquents would be written off at judicial sale; if the properties are sold or at Sheriff sale our lien is paid.

Mr. Paul Sweitzer:

Mr. Lane informed the board of the passing of Mr. Sweitzer.

Water Project:

Mr. Lane stated we are working on finalizing all the contracts; we have some change orders; we were looking at equipment purchasing but vendors are looking at 16 to 18 weeks delay for delivery and Mr. Lane does not want to keep the funding sources open for that additional time. The track loader we ordered is supposed to be out of production and on its way; Warner stated that the delivery has been the delay in the ordering process. We are still awaiting steel certifications to close out some of the contracts.

TMA well 1 has been taken out of production. TMA well 2 will be a monitoring well for GTP.

The EDA grant is pending final documentation to close out the grant and obtain the retainage that is being held.

Penn Vest has started to take out the loan payment on the full initial loan amount; Mr. Lane contacted Mr. Shura and he stated that when we close out the project, we can ask for a loan payment adjustment but any unused monies basically reduce the loan term.

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Mr. Casanave:

Mr. Casanave presented change order #7 to the electrical contract for \$13717.77 for electrical cords for the generator; Mr. Lane stated that since each pump station has different voltages, we need cables to conform to each location. Mr. Venezia made a motion to approve change order #7, Mr. Shaw seconded, approved.

Mr. Casanave presented the following Penn Vest requisition:

Penn Vest requisition #22 for \$100,483.98; the majority of these funds are for the track loader.

Mr. Johnson made a motion for the Penn Vest requisition, Mr. Venezia seconded, approved.

Monroeton Main Replacement Project:

Mr. Lane stated we have our first communication with Penn Vest on Monday April 26th at 1:00 p.m.

Mr. Lane stated that Mr. Casanave had done the survey and design; Mr. Casanave stated that he and Mr. Strickland did a walkthrough of the project with Mr. Johnson's notations on upsizing water mains in certain areas of Monroeton.

Mr. Casanave stated we need to do a resolution to apply for Penn Vest funding for this project. Mr. Lane asked if we are committing to a loan, Mr. Casanave stated no; this is only to submit the application to Penn Vest by the May 5th deadline. Mr. Shaw made a motion to approve resolution 2021-1 Authorizing Mr. Walsh to sign for application to Penn Vest Program to replace water main in Monroeton with the understanding of fund reimbursement to Penn Vest, Mr. Venezia seconded; roll call vote Ms. Saxon Yes, Ms. Sullivan Yes, Mr. Venezia Yes, Mr. Shaw Yes, Mr. Johnson Yes, motion carried

Mr. Casanave also stated that after last month's meeting we placed an ad in the paper for categorical exclusion; since the water mains are just being replaced there is no need for an environmental study to be done, we have 30 days to await any objections then we can file with DEP for approval.

Mr. Johnson asked if the engineering is done; Mr. Casanave stated he is currently working on it and it will be complete prior to submission to Penn Vest; the project is approximately 1.6 million dollars with line replacement to the house.

2018 Flood:

Mr. Lane stated we had the bid opening on April 12th at 2:00 p.m. the following is the results:

Vacri Construction	\$493,000.00
Sikora Brothers	\$300,170.00
Bristol Excavating	\$379,260.00

This project will be paid for by FEMA; Sikora Brothers is the low bidder and Mr. Lane requests we approve them as the contractor on this project, Mr. Casanave looked over the bids for proper documentation. Mr. Johnson made a motion to approve Sikora Brothers for the Paradise, Sawmill and Leesway Crossing Project, Mr. Shaw seconded, approved.

Mr. Lane stated we will get 3 leak detection man holes out of this project so that may be helpful in identifying leaks in that line.

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Mr. Lane also reminded the Board that we still have FEMA monies available to secure 9 other locations we identified from New Albany to Laddsburg.

Sewer:

Mr. Lane stated the Chapter 94 report for 2020 is complete and submitted to DEP, if anyone wants a copy, he will send it to them.

The new mixer arrived; the old mixer has started to vibrate so we will install the new one and look into having the old one rebuilt for a backup.

Thomas St. PRV:

Mr. Lane stated we looked at the vault and did exploratory digging to see what we have; we found several valves; the project is going to be complex.

2020 Audit:

Mr. Lane stated that a single Audit is required due to the amount of the EDA Grant; Shannon Hallock, our auditors are working on it and it should be complete, it is due to DCED by the end of May.

Mr. Unkovic:

Mr. Lane has been in contact with Mr. Unkovic in regards with Wysox Township Municipal Authority looking into refinancing their water debt.

Mr. Lane had him again look at our M & T Bank loan and RUS Route 220 sewer extension; again, the M & T loan if not feasible but they are looking into the RUS Loan.

Mr. Unkovic drafted an agreement on the M & T and Penn Vest loan and WTMA's portion of that debt; there is no official documentation on that debt.

Mr. Johnson made a motion to have Mr. Walsh sign the Reimbursement Agreement between TMA and WTMA in reference to the debt of 15.8% of the Penn Vest and M & T loans for the Waste Water Treatment Plant, Mr. Venezia seconded, approved.

Mr. Johnson stated that we should also have an official agreement on water and sewer with Wysox. Mr. Casanave stated he will look into the archives because he thinks that the water is documented as it would have been required by RUS.

Executive Session:

Mr. Lane called for an executive session at 6:09 p.m. to discuss legal matters and remained in session until 6:20 p.m.

Board Members:

Mr. Walsh stated we need to look into getting Board Members.

Adjournment

As there was nothing further to discuss, the meeting adjourned at 6:20 p.m.

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Respectfully Submitted,
April Maynard
Recording Secretary

Towanda Municipal Authority

May 17, 2021

The May meeting of the Towanda Municipal Authority was called to order by Mr. Walsh at 5:03 p.m.

PRESENT: Michael Walsh, Carmen Venezia, William Shaw, Kayla Saxon
The following via teleconference: Charlotte Sullivan

ABSENT: Fred Johnson, Robert Williams-WTMA Chairman

OTHERS: Kyle Lane, Manager; Chad Strickland, Superintendent; Eric Casanave, Stiffler McGraw

Visitors: Mark Christini, Michael Angerson

Board Members:

Mr. Lane introduced Mr. Christini and Mr. Angerson; they agreed to be on the Board; they will be appointed as new members in the June Council Meeting.

Union Negotiations:

Mr. Lane informed the Board that Mr. Johnson has agreed to be on the Union negotiation committee to replace Mr. Sweitzer; negotiations will start in June.

Board Officers:

Mr. Walsh stated we have officer vacancies we need to elect a Vice Chairman, and he has requested Ms. Sullivan to take the position of Secretary/Treasurer so we need an assistant Secretary/Treasurer; the Secretary/Treasurer reviews the bills prior to the monthly meeting so we do not have to sit and review each billing.

Minutes:

The April 19, 2021 meeting minutes were approved as written on a motion made by Mr. Shaw and seconded by Mr. Venezia, approved.

Bills:

The April bills were approved on a motion made by Ms. Sullivan and seconded by Mr. Shaw, approved.

Meters:

Mr. Lane stated that we are currently unable to purchase meters due to unavailability. We have only a dozen or so meters in stock. We were working on meter replacements so this is putting a damper on our progress.

Water Project:

Mr. Lane stated TMA well 1 is capped the building has been torn down, well 2 is being converted to a monitoring well by GTP.

Drainage and grating are almost complete at the treatment plant.

The track loader has arrived and is in use.

Mr. Lane thinks next month we should be able to close the project out; the mechanical contract is ready to close; the electrical contract is awaiting cellular antennas to be delivered; the plumbing contract is awaiting

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steel certs; the general contract is waiting for a 4" valve to be installed that was missed for the neutralization tank.

Mr. Lane provided a spreadsheet of the project provided by Mr. Shura that outlines the project costs, change orders, payouts and what has been reimbursed by EDA; the final payment for the EDA grant is not reimbursed until we close the contract, once that is received, we can close the line of credit we have with C & N. Mr. Lane stated we are below budget.

We will have another change order to order a spare PC that runs the PALL system.

Mr. Lane stated that he thinks that the pump at Roberts well #1 has burned out, that happened this weekend, the installer is coming to look at the pump this is the second one to burn out and it is concerning; pumps should last at least 10 years; we have a VFD installed so we have history to review what is going on with the pumps.

Mr. Casanave:

Mr. Casanave presented application #6 the final pay application for contract #4 Master Mechanical for \$18,425.00, everything looks in order to accept this application for payment. Mr. Shaw made a motion to pay application 6 the final pay application for Master Mechanical, Mr. Venezia seconded, approved.

Mr. Casanave presented change order number 8 for contract 2 (Lobar) for \$19008.93, this is for the purchase of the additional PC for the PALL system. Mr. Venezia made a motion to approve change order #8 for Lobar, Mr. Shaw seconded, approved.

Ms. Saxon asked how assistance is provided on the current PC, Mr. Lane stated that usually PALL remotes in and either Mr. Strickland, Mr. Tabor or himself are walked through getting it operational. Mr. Strickland stated that afterwards we will be purchasing a service agreement with PALL. Mr. Casanave stated our warranty expires in January but we will be conducting an 11 month walk through to ensure everything is operational. Mr. Lane stated that PALL is located in Ithaca and they have technicians located everywhere.

Monroeton Main Replacement Project:

Mr. Lane stated we have submitted our application on time to Penn Vest; Mr. Lane received a call from Northern Tier Planning and Development that they received a copy to review, he has never heard of that before. The total cost is \$2,234,500.00. Mr. Lane feels confident that the phone conversation went well and we may receive a favorable outcome for our project, we will know on July 21st on the funding of this project.

2018 Flood:

Mr. Lane stated that Sikora Brothers has submitted all initial paperwork, bond and insurance. Mr. Casanave stated that he has the contract to be signed. We have a pre-construction meeting that Penn Dot wants to be a part of. Mr. Casanave thinks they should be ready to start in early June.

Sewer:

Mr. Lane stated the mixer we purchased is already in use. Mr. Lane stated the old one is at Horton's to see if they can refurbish it so we can have that as a backup.

In day tank prior to the ATAD the solids and foam are accumulating at the top of the tank, over the years they have had several different things to fix the issue of getting more solids to feed to the ATAD and stop this issue of accumulation. Mr. Walker has reached out to get a quote from C3ND Environmental Consulting to install 3 air mixers to fix the issue and have the ATAD work more efficiently, the quote came in at \$18,985.00; we have the monies sitting in the Sewer Capital Reserve Account. Ms. Sullivan made a motion to pursue this solution to fix our issue, Ms. Saxon seconded, approved. Mr. Lane stated that if this works, he will attempt to get Wysox to

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purchase one to fix the issue with the Bradford Towne Center pump station; the problem there is basically grease accumulation.

Thomas St. PRV:

Mr. Lane stated we are still awaiting Stiffler McGraw to get the project underway.

USDA Refinancing:

Mr. Lane stated he is looking at getting our debt refinanced due to the current low interest rates. This is for the Route 220 sewer line. Mr. Angerson stated he will provide Mr. Lane with contact information for Mr. Crammer who handles bond issues.

Infrastructure Projects:

Mr. Lane stated that Mr. Miller, Mr. Strickland and maybe Mr. Swingle are looking at identifying water and sewer replacement lines in anticipation of the Federal Infrastructure bill.

Delinquents:

Mr. Lane explained our delinquent procedures.

Adjournment

As there was nothing further to discuss, the meeting adjourned at 6:05 p.m.

Respectfully Submitted,
April Maynard
Recording Secretary

Towanda Municipal Authority

June 21, 2021

The June meeting of the Towanda Municipal Authority was called to order by Mr. Walsh at 5:00 p.m.

PRESENT: Michael Walsh, Carmen Venezia, William Shaw, Kayla Saxon, Fred Johnson, Michael Angerson
The following via teleconference: Charlotte Sullivan

ABSENT: Mark Christini, Robert Williams-WTMA Chairman

OTHERS: Kyle Lane, Manager; Chad Strickland, Superintendent; James Pruyne, Solicitor; Eric Casanave, Stiffler McGraw; Brian Shura, Stiffler McGraw

Visitors: (via teleconference) David Unkovic, Ryan Hottenstein

Minutes:

The May 17, 2021 meeting minutes were approved as written on a motion made by Ms. Sullivan and seconded by Mr. Shaw, approved.

Bills:

The May bills were reviewed and approved on a motion made by Ms. Sullivan and seconded by Mr. Venezia, approved.

Visitors:

Mr. Unkovic explained to the Board the long-term debt for the sewer system the Authority currently holds; 2004 A Bond with RUS; 2007 A & B bank loan with M & T Bank, and 2008 Penn Vest loan; the total debt payments is currently \$720,000.00 annually.

Mr. Unkovic is looking at refunding the 2004 A Bond with RUS and the 2008 Penn Vest loan with an approximate balance \$3,100,000.00.

Unfortunately, the M & T Bank Loan wording makes it unfeasible to refund.

Mr. Unkovic reached out to M & T Bank and they are able to do a rate reset our current rate on one of the notes is 4.68% they offered a reset to 3.5%.

With the refunding of the RUS and Penn Vest loans they would be consolidated and taken out to market as tax exempt bonds.

The Authority would be looking at a savings of approximately \$560,00.00 from 2021 to 2044 overall based on current market interest rates and that includes fees. Mr. Walsh asked what is the amount of the fees; Mr. Hottenstein stated they are approximately \$113,000.00, Mr. Lane stated that those fees are wrapped into the refinance of the loan; Mr. Hottenstein confirmed that the fees are paid at closing and are wrapped into the loan itself.

Mr. Angerson asked for the term of the refinance; Mr. Unkovic stated we are not extending the loans we are keeping the same maturity dates.

Mr. Unkovic stated the M & T Bank interest rate reset can occur immediately the bond issue will take a few months; Mr. Unkovic sent documentation to Mr. Lane in reference to getting the interest rate reset; Mr. Lane stated he does have a copy of that document and Mr. Pruyne was given a copy to review. Mr. Unkovic stated the interest rate will not be confirmed until we actually request the rate reset be done.

Mr. Unkovic stated the document outlines the request for a rate reset with M & T Bank and gives the Chairman or Vice Chairman authorization to execute the documents required by M & T Bank.

Mr. Angerson made a motion to approve Resolution 2021-2 to Authorize the Chairman or Vice Chairman to execute documents to reset the interest rate with M & T Bank; Mr. Venezia seconded, approved.

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Mr. Walsh inquired to what was required to refund the loans with RUS and Penn Vest, Mr. Unkovic stated a resolution stating the authorization to move forward, Mr. Angerson made a motion to approve Resolution 2021-3 in reference to having Mr. Hottenstein and Mr. Unkovic to move forward with the refunding of the RUS and Penn Vest loans, Mr. Venezia seconded, approved.

Mr. Unkovic addressed the Board on the intercreditor agreement with Wysox as they are doing a refunding of their USDA loan. The Board has amortized the 15.8% Wysox commitment to TMA for the Penn Vest and M & T loan. Mr. Unkovic stated Wysox needs an intercreditor agreement stating that if Wysox defaults on their loan payments any funds collected would be distributed to both creditors accordingly. Mr. Unkovic stated he is working with Mr. Pruyne on wording of the document.

Mr. Johnson made a motion to approve Resolution 2021-4 approving the Intercreditor Agreement with Wysox Township Municipal Authority contingent with Mr. Pruyne's approval, Ms. Saxon seconded, approved.

Water Project:

Mr. Lane stated we have been operational at the plant since January, everything at the plant is running well, Mr. Lane has noticed that we are spending less time at the plant.

The motor at Robert's Well #1 was pulled and inspected to try to identify the failure, we are thinking that it may be because we need to run the wells on a pressure transducer for the PALL system it may be cause the motor to go up and down and that is not an ideal for a motor; we are not sure that is the problem but the motor has been sent to Franklins to take a look at it; Mr. Shura stated that if that was the problem the VFD would burn out first but Franklin Electric can hopefully tell us the problem. Mr. Casselberry did come up to look at the pump as well, Mr. Casselberry is going to address the sand issue we are getting at the plant; we think we scoured the well at initial startup, he did notice a little inefficiency in the well output; he is looking into it.

Mr. Lane mentioned the county's fiber project it may help eliminate the delay in the pump response.

Mr. Shura:

Mr. Shura stated he would like to get as many contracts closed as we can to hopefully get the project closed out by next month's meeting.

Since we have monies left over in the grant, Mr. Shura is looking at getting items repaired at the Roberts Well Field.

Mr. Shura presented the following pay applications most of which is retainage:

Pay application 20 for Contract 2 for \$38,632.89

Pay application 12 for Contract 3 & 8 for \$12,710.71

Pay application 11 & 12 (the final pay app) for Contract 5 for \$11,620.04 & 4,328.88

Ms. Sullivan made a motion to approve the presented pay applications, Mr. Angerson seconded, approved.

Mr. Shura presented the following pay applications with conditional approval based on items being completed on the punch list:

Contract 2 pay application 21 for approximately \$56,000.00 to finalize the contract plus any additional fees needed to repair the Roberts Well which would be a change order.

Contract 3 & 8 pay application 13 for \$72,899.56 basically retainage

Contract 7 pay application 7 for \$39,043.92

Towanda Municipal Authority

June 21, 2021

Mr. Johnson made a motion to approve the pay applications as presented based on conditions that the final punch items are completed on the contract, Mr. Venezia seconded, approved.

Mr. Shura presented change order 9 for Contract 2, the amount is not yet finalized to include the repair to Roberts Well, the well pump motor, some added drain lines that were added to the plant it will be more than \$12,000.00.

Mr. Angerson made a motion to approve change order 9, Ms. Saxon seconded, approved.

Mr. Shura presented Penn Vest requisition 24 for \$50,415.02 which included the North Towanda Tank and retainage for Contract 3.

Mr. Shaw made a motion to approve the Penn Vest requisition, Mr. Venezia seconded, approved.

Open House:

Mr. Lane mentioned that we need to pick a date for an open house for the Water Treatment Plant, July 14th and invitations will be sent out.

Monroeton Main Replacement Project:

Mr. Lane stated we are awaiting the decision at the end of July.

2018 Flood:

Mr. Lane stated we had a pre-construction meeting with Sikora Brothers, Penn Dot came to the meeting; Mr. Casanave stated they should be beginning mid-July.

Sewer:

Mr. Lane stated we are going to put a ductless HVAC system at the WWTP the approximate cost is \$3000.00 by Mr. Saring.

The Day tank mixer project should begin in a few weeks.

Thomas St. PRV:

Mr. Lane stated we are still awaiting Stiffler McGraw to get the project underway.

Infrastructure Projects:

Mr. Lane stated that they are starting to identify projects.

New Borough / Water and Sewer Manager:

Mr. Lane stated he has resigned a search for a new manager is underway; Mr. Walsh mentioned that he, Mr. Johnson and Mr. Venezia will be working with Mr. Christini and Mr. Eberlin from the council on a replacement.

Adjournment

As there was nothing further to discuss, the meeting adjourned at 6:07 p.m.

Towanda Municipal Authority

June 21, 2021

Respectfully Submitted,
April Maynard
Recording Secretary

Towanda Municipal Authority

July 19, 2021

The July meeting of the Towanda Municipal Authority was called to order by Mr. Walsh at 5:00 p.m.

PRESENT: Michael Walsh, Carmen Venezia, William Shaw, Kayla Saxon, Fred Johnson, Michael Angerson
Charlotte Sullivan, Mark Christini

ABSENT: Robert Williams-WTMA Chairman

OTHERS: Kyle Lane, Manager; Chad Strickland, Superintendent; James Pruyne, Solicitor; Eric Casanave,
Stiffler McGraw; Phil O'Dell, Daily Review

Visitors: David Unkovic, McNees Wallace & Nurick LLC
(via teleconference) Ryan Hottenstein

Minutes:

The June 21, 2021 meeting minutes were approved as written on a motion made by Mr. Angerson and seconded by Mr. Johnson, approved.

Bills:

The June bills were reviewed and approved on a motion made by Mr. Shaw and seconded by Mr. Venezia, approved.

Appointment of Officers:

Mr. Walsh stated that Ms. Sullivan is the Secretary/Treasurer and Mr. Angerson has agreed to be the Assistant Secretary/Treasurer. Mr. Venezia has agreed to be the Vice-Chairman. Mr. Johnson made a motion to approve the appointment of officers for Assistant Secretary/Treasurer Mr. Angerson and Vice-Chairman Mr. Venezia, Mr. Shaw seconded, approved.

Visitors:

Mr. Hottenstein explained to the Board the rate reset for the M & T Bank loan; the Board was provided handouts outlining the debt and what savings will occur once the rate reset is done; TMA would be avoiding the big payment jump in 2029 it would level out the payments for the remaining term and be a savings of approximately \$282,000.00. Mr. Unkovic stated that the Board did approve the rate reset in last month's meeting, Mr. Hottenstein is giving the numbers of what will occur once the rate reset is done. Mr. Walsh asked the Board if there was any objection to the rate reset, there was none, he asked for approval to continue with the rate reset of 3.95% with M & T Bank, approved.

Mr. Lane stated that Mr. Hottenstein will now explain the refunding of the Penn Vest and USDA loans. Mr. Hottenstein explained the state and local government debt act; our numbers have to be such that we must inflate so that we do not exceed our debt limit on an aggregate basis and annual basis as well; the numbers must reflect an amount not to be exceeded. DCED must approve the numbers and if figures come in higher than stated in our paperwork, they will not approve the refunding; once the final numbers come in, they are again submitted to DCED as our final numbers for approval.

Mr. Unkovic explained Resolution 2021-5 which explains the refunding of the Penn Vest and USDA loans being guaranteed by the four municipalities Towanda Borough holding 67% Monroe Borough 10% Towanda Township 11% and North Towanda Township with 12%. Section 1 Authorizing the Project authorizes the

Towanda Municipal Authority

July 19, 2021

refunding; Section 2 Authorizing Issuance of 2021 Bonds; Terms of 2021 Bonds; Execution, Authentication and Delivery Thereof authorizing the issuance of 2021 Bonds; Section 3 Security for 2021 Bonds; Limited Obligations; Confirmation of Trustee outlines the security of the Bonds basically stating rates will be set in order to pay our debt; Section 4 Approval of Seventh Supplemental Indenture approves the indenture authorizing the Chairman or Vice Chairman to act on behalf of the Authority; Section 5 Approval of Guaranty Agreement by the Chairman or Vice Chairman; Section 6 Approval, Acceptance and Execution of the Purchase Contract by the Chairman or Vice Chairman should the bonds meet the parameters of refunding the debt itself and interest rates not to exceed 6%, maturity no later than December 1, 2044 (not to extend our original debt) and net savings of at least 2%; Section 7 Approval of the Preliminary Official Statement, Official Statement and Use and Distribution Thereof outlining the role of rating agency. Section 8 Bank Qualification outlines this debt as tax exempt debt; Section 9 Disposition of 2021 Bond Proceeds authorizes disbursement to pay off the Penn Vest and USDA loans as well as other issuance; Section 10 Refunding Project: Notice of Redemption of Refunding getting payoff amounts for our loans; Section 11 Preparation of Self Liquidating Debt Report authorizes Stiffler McGraw to submit a self liquidating report that certifies our rates will pay the debt; Section 12 Authorizing Incidental Actions authorizes Chairman or Vice Chairman to approval incidental items that need signed in order to get the Bond Issue done; Section 13 Rescinding Inconsistent Resolutions. Mr. Walsh asked for a motion to move forward; Mr. Angerson made the motion to approve Resolution 2021-5 Ms. Saxon seconded; Mr. Lane requested a roll call vote Mr. Walsh yes; Mr. Venezia yes; Mr. Shaw yes; Ms. Saxon yes; Mr. Johnson yes; Mr. Angerson yes; Ms. Sullivan yes; Mr. Christini yes; motion carried.

Mr. Unkovic addressed an intercreditor agreement with WTMA; Ms. Maynard stated this was approved at last month's meeting Resolution 2021-4 contingent with Mr. Pruyne's approval.

Mr. Unkovic also had his letter of engagement with McNeese Wallace & Nurick LLC, Mr. Johnson made a motion to approve the letter of engagement, Mr. Venezia seconded, approved.

Mr. DeWitt:

Mr. Walsh wanted to know if we did anything for Mr. DeWitt for his time on the Board; Mr. Lane stated that a wall clock was purchased and presented to Mr. DeWitt. Ms. Sullivan stated that Mr. DeWitt is in the personal care home.

Water Project:

Mr. Lane stated we have replaced the motor of the pump on Well 1. They are still investigating the issue.

The ribbon cutting of the new plant was held on Wednesday July 14th.

Mr. Lane stated that we have \$650,000.00 remaining in our Penn Vest loan, we are in need of a new flush truck; our current truck is a 1980; the cost of that equipment is approximately \$350,000.00. Mr. Lane is looking at a combination vehicle. Mr. Strickland is going down to Muncy on Wednesday to view their piece of equipment that is 4 years old, Mr. Miller will be going as well, Mr. Johnson stated he would like to go down as well; Mr. Strickland will remind Mr. Johnson of the day and time.

Mr. Angerson asked if there was anything else the Municipality needed as we are looking at \$250,000.00 in unspent funds; Mr. Casanave stated we would probably need to look at equipment purchases. Ms. Saxon stated what about VFD's Mr. Strickland stated we already ordered some.

2018 Flood:

Mr. Lane stated that Sikora Brothers is having a problem getting supplies to start the project; Mr. Casanave stated that he has being told that throughout the industry.

Towanda Municipal Authority

July 19, 2021

Mr. Lane stated that with him leaving we need to assign a new applicant agent for FEMA, he suggests Mr. Strickland. Mr. Angerson made a motion to assign Mr. Strickland as the applicant agent, Mr. Venezia seconded, approved.

Sewer:

Mr. Lane stated that Saring's installed the ductless air conditioner.

Mr. Walker stated the new mixer is in and working well, he is able to transfer more.

Audit:

Mr. Lane stated we received the single audit that had to be performed due to EDA grant funds; it is available if anyone wants a copy. We did lose some money last year.

Mr. Lane stated he closed fund 25 so we only have 4 accounts water operating, sewer operating, water capitol and sewer capitol. Mr. Lane stated at the end of last year he moved \$400,000.00 from water operating to Sewer capitol.

Electric:

Mr. Walsh asked about the electric bills for the plant; Mr. Lane stated that due to some miscommunication between him and Ms. Schoonover the bills were not being recorded in the correct line item; this is being corrected and it should show up in the correct line item for next month's budget. Our expense is not what he thought it would be, it is a lot less.

Mr. Lane stated he is interested in seeing our gas bill because of the power being out the generator had to run for 36 hours.

New Borough / Water and Sewer Manager:

Mr. Lane stated that the selection committee has narrowed down applicants and should be conducting interviews in August and might have a new manager as early as September.

Mr. Lane stated that Mr. Strickland did agree to be the interim Borough / Water and Sewer Manager until a replacement is hired.

Adjournment

As there was nothing further to discuss, the meeting adjourned at 6:25 p.m.

Respectfully Submitted,
April Maynard
Recording Secretary

Towanda Municipal Authority

August 16, 2021

The August meeting of the Towanda Municipal Authority was called to order by Mr. Walsh at 5:00 p.m.

PRESENT: Michael Walsh, Carmen Venezia, William Shaw, Kayla Saxon, Fred Johnson, Michael Angerson
Charlotte Sullivan, Mark Christini

ABSENT: Robert Williams-WTMA Chairman

OTHERS: Chad Strickland, Superintendent/Interim Borough Manager; James Pruyne, Solicitor; Eric Casanave, Stiffler McGraw; Phil O'Dell, Daily Review

Visitors: Paul DeWitt

Minutes:

The July 19, 2021 meeting minutes were approved as written on a motion made by Ms. Sullivan, and seconded by Mr. Angerson, approved.

Bills:

The July bills were approved on a motion made by Ms. Sullivan and seconded by Mr. Shaw, approved.

Water Project:

Mr. Strickland stated Lobar was up on Friday to do punch list items; for the most part most of the contractors are near completion with the exception being Urban Electric; they still need to provide generator cords, manuals and closing paperwork. The Board has already voted to approve final pay applications on the contractor's contingent on finishing the required punch list items. Mr. Angerson asked if Urban Electric has a specific time to finish the requested information; Mr. Casanave stated that time has already lapsed, they are not returning Mr. Shura's calls or responding to his correspondence; Mr. Casanave stated that we are still holding back retainage, the warranty does not start until the contract is closed, this is not delaying anything.

Mr. Strickland stated that we discussed the purchase of a flush/vac truck combo and an equipment trailer to haul the new track steer; we would be using funds left over from the Penn Vest funding. Mr. Casanave presented Penn Vest requisition #25 for \$390,229.83 for the purchase of the flush/vac truck and equipment trailer; Penn Vest has approved the purchase of the flush/vac truck and the equipment trailer is pending approval. Mr. Angerson made a motion to approve Penn Vest requisition #25, Mr. Venezia seconded, approved.

Mr. Walsh asked what funds are still available, approximately \$260,000.00; the Board discussed different scenarios to use the available funding, Mr. Casanave stated that we need to get approval from Penn Vest for any additional requests, any request must stay in the realm of the original project.

Monroeton Water Line Replacement:

Mr. Strickland stated that we were awarded a grant for \$2,234,500.00 from Penn Vest for the Monroeton water line replacement. We will have our first call with Penn Vest on August 19th to discuss the project; Mr. Walsh, Mr. Casanave, Mr. Pruyne and Mr. Strickland will be in attendance. Mr. Casanave stated they will review the scope of the project ensure we are using American steel where appropriate and Davis-Bacon wages; everything that needs to be included in the bid documents. Mr. Casanave stated we can vote tonight to take the project out to bid as soon as we have our call with Penn Vest to ensure we appropriately include items needed

Towanda Municipal Authority

August 16, 2021

in the bid documents. Ms. Saxon approved to advertise Monroeton Contract 2021-1 when documents are ready, Mr. Johnson seconded, approved. Mr. Strickland stated we received Penn Dot's approval as they are happy to get the water main out of the roadway.

Small Water and Sewer Grant:

Mr. Strickland stated Mr. Casanave received information from himself and Ms. McGuire on items needed to size the PRV for Thomas Street. We purchased the VFD's for both pumps; Mr. Tabor is retrofitting the VFD's.

2018 Flood:

Mr. Strickland stated that Sikora Brothers is still awaiting supplies to start the project. Mr. Casanave did ask for a list of what items are needed to start the project; Mr. Casanave does not think this is a delay tactic as supplies are low throughout the industry.

Mr. Walsh asked if there is a time limit on this project; Mr. Casanave stated they had 60 days to complete the project from when it was awarded, but since we are aware of the issue, we are okay with the delay; we do have an official time extension request from Sikora which is good to have on hand.

Mr. Pruyne asked about the right of ways that were obtained for this project; Mr. Strickland stated that we received two back; one Ms. Maynard notarized, and the other was returned not notarized but signed, and Mr. Lane received two verbal authorizations. Mr. Strickland does not see an issue with the right of ways for this project.

Sewer:

Mr. Strickland stated that the new HVAC unit that we had installed is working excellent.

Mr. Walker stated that he is still satisfied with the mixer, he now has to monitor what is being transferred as the system is working efficiently.

Refund of Sewer Debt:

Mr. Strickland stated we have a rating call with S & P on August 24th, no time has been set as of today. Mr. Strickland stated he will be in State College for a water conference but will attend the call.

2020 Audit:

Mr. Strickland stated the 2020 Audit was sent to Mr. Angerson and Ms. Sullivan for review; Ms. Saxon requested a copy as well. Mr. Strickland stated we need to approve the Audit then place the condensed Audit in the paper. Mr. Angerson stated he reviewed it and did not see anything in their findings.

Sunshine Law:

Mr. Strickland stated that there is a new amendment to the sunshine law that requires us to post the agenda on our website, post the agenda at the meeting site, to have available an agenda to any citizens who may come to a meeting and discussion on any items need to be on the agenda itself.

Mr. Pruyne reviewed the amendment and we need to unsure we have items on the agenda that may require a vote or purchase.

Towanda Municipal Authority

August 16, 2021

Water/Sewer Rules and Regulations:

Mr. Walsh stated that a citizen brought a concern on a water bill to both himself and Mr. Christini; Mr. Walsh asked if we have anything in our regulations about any compensation on water/sewer bills concerning unusual usage; Mr. Walsh stated he is aware we stopped pool fill credits but wants to ensure our regulations were amended to state that.

Mr. Johnson stated we have worked on rules and regulations in the past, he asked Mr. Pruyne if they were completed and adopted. Mr. Pruyne stated he thinks we did adopt then and he knows we have had discussion on this issue in the past.

Mr. Christini stated we just need to educate our staff on the rules and regulations as the citizen stated they heard two different answers on this issue, we need to be consistent on the issue. Mr. Christini stated we as a Board need to set the policy and our employees need to be educated and follow that policy.

Mr. Walsh agrees that a policy needs to set and if the customer is not satisfied with what a customer is told they can come to the Board for resolution.

The Board agreed the item would be tabled until clarification of what is written in the rules and regulations is clarified or sufficiently written.

Ms. Sullivan asked if the customer needs to be contacted; Mr. Christini stated he did explain the policy to the customer but thought they would be attending our meeting.

Infrastructure:

Mr. Venezia asked if we have a list of items that need addressed if funds become available; Mr. Strickland stated that yes, we do have a list of items/areas.

Mr. DeWitt:

Mr. Strickland stated that Mr. DeWitt started on the Board in 1964, we did a lot of research and we could not find any date but we want it in the minutes. Mr. DeWitt resigned from the Board at the end of 2020 after 54 years on the Board. Mr. DeWitt stated he enjoyed his time on the Board and he was given a tour of the new water treatment plant by Mr. Walsh and Mr. Strickland and it is quite impressive.

Adjournment

As there was nothing further to discuss, the meeting adjourned at 5:55 p.m.

Respectfully Submitted,
April Maynard
Recording Secretary

Towanda Municipal Authority

September 20, 2021

The September meeting of the Towanda Municipal Authority was called to order by Mr. Walsh at 5:05 p.m.

PRESENT: Michael Walsh, Carmen Venezia, William Shaw, Kayla Saxon, Fred Johnson, Michael Angerson
Charlotte Sullivan, Mark Christini

ABSENT: Robert Williams-WTMA Chairman

OTHERS: Chad Strickland, Superintendent/Interim Borough Manager; James Pruyne, Solicitor; Eric Casanave, Stiffler McGraw; Phil O'Dell, Daily Review

Visitors: None

Minutes:

The August 16, 2021 meeting minutes were approved as written on a motion made by Mr. Angerson, and seconded by Mr. Johnson, approved.

Bills:

The August bills were approved on a motion made by Ms. Sullivan and seconded by Mr. Shaw, approved.

Water Project:

Mr. Strickland stated Mr. Shura sent in the final disbursement for EDA Grant; so hopefully we will be able to finalize that soon.

We are still experiencing issues with the SCADA system.

The electrical contractor has contacted us that the generator cords are in but they do not know when they will get them, they have still to complete items at the plant and we are holding monies until they complete that work.

Mr. Strickland stated that last month the Board approved the purchase of a trailer; the original quote was incorrect it is not rated to haul the skid steer and milling equipment; the proper trailer is an additional \$3,700.00. Mr. Angerson made a motion to approve the additional cost for the correct GVWR and to approve the additional requisition for the purchase, Mr. Venezia seconded, approved. Mr. Casanave presented Penn Vest requisition #26 for the additional funds that are needed for the purchase.

Monroeton Water Line Replacement:

Mr. Strickland stated that we had our first call with Penn Vest for the line replacement project. We have a second call scheduled for October 12th which we might have to postpone after our discussion tonight.

Mr. Strickland stated that there is a major equipment shortage industry wide which is going to affect the project.

Mr. Casanave stated that the original project scope had a 1 to 1 line replacement; we have a 10" line going down Route 220 then changing to an 8" line through Monroeton; Mr. Casanave is requesting due to the industry shortage that we think about changing our 10" line, an uncommon size, to a 12" line which is a common pipe size in the industry. This would be a cost increase but would also be a time saver in getting the appropriate parts needed to start this project. Mr. Johnson asked if Mr. Casanave looked at reducing the pipe size down to an 8" from the 10". Mr. Casanave stated he did not look at that, as normally customers do not down size.

Discussion was done on keeping the bid as is, or an alternate bidding request; the alternate bidding might bring up concern on the low bid process.

Towanda Municipal Authority

September 20, 2021

Mr. Casanave asked for hydrant pressures to look into downsizing the pipe.

Mr. Venezia asked what would be the concern on bidding as is; Mr. Casanave stated that the project would be delayed due to not being able to obtain the uncommon piping which would then put us in danger in having to shut the project down for winter; the industry is looking at not being able to obtain the piping and fittings until at least July of next year, and that date may be later due to industry shortage of materials; closing a project down also might come with price increases from the contractor due to increased cost in the industry that would not be known when it is bid out due to delays in finishing the project in one season and inflation. Mr. Casanave stated we should stay in a conventional project bidding process as variances may cause unknown issues to the Authority.

The project has 4000 feet of 10" and 3000 feet of 8" to replace.

Mr. Casanave stated that he will be back in October with bid documents.

Ms. Saxon asked do we need to have ductile; Mr. Casanave stated our area and scope of project that ductile is the appropriate product and PVC is up as all and we would probably encounter the same issue with sizing.

Small Water and Sewer Grant:

Mr. Strickland stated that both VFD's are installed and one is operational and working great.

Mr. Casanave apologized but he has yet to look at the sizing of the PRV.

2018 Flood:

Mr. Casanave stated he contacted Sikora Brothers they are still thinking October, Mr. Casanave voiced the concerns of Ms. Saxon on paving. They are aware of that concern and are still awaiting supplies.

Sewer:

Mr. Strickland stated that Mr. Walker is calculating our phosphorus credits; he is estimating we need to purchase approximately 375 credits. Mr. Strickland found a representative from Shippensburg who may be able to sell his credits; the cost is half of what we pay for the credits from Shamokin.

We purchased UV bulbs for the sewer plant the approximate cost was \$6,100.00 with freight, half of the bulbs were broken, the vendor said to keep them and they would send replacements, but UPS needs the damaged items back.

Refund of Sewer Debt:

Mr. Strickland stated we had last minute items requested from us on the rating; personnel accommodated the last-minute requests and it looks like we are going to have a savings of upwards of \$300,000.00; the closing will be October 21st.

Mr. Casanave stated he is still working on his self-liquidating debt certificate report that is required.

Water/Sewer Rules and Regulations:

Mr. Pruyne stated it was discussed last month if the authority can do adjustments on billings; Mr. Pruyne looked at the regulations and it states that the Authority Board only has that authority to approve any adjustments, it is only worded into the sewer and not carried over to the water regulations. Mr. Pruyne asks that we have the regulations amended to also have that clause entered into the water.

The Board agreed that the rule does not affect water as any adjustments would only be made to sewer. Discussion was made on adjustments and personnel issues with adjusting billing and it was agreed that we need to follow the protocol; any adjustments will be brought to Chad to bring to the meeting on any adjustments to the sewer.

Mr. Pruyne stated he will review the regulations to see if he sees the need for any further changes.

Towanda Municipal Authority

September 20, 2021

SRBC:

Mr. Strickland stated that on September 1st SRBC came for an inspection; they wanted to see the entire system; Mr. Strickland thinks the visit went well. They did point out the Mr. Lane is still on as the administrator, Mr. Strickland informed them that we were in search of his replacement, we have until October 5th to update that. Mr. Walsh asked what they thought of the Springs; Mr. Strickland stated they were quite amazed of the entire system.

Ms. Engleston:

Mr. Strickland announced the hiring of Lauren Engleston as the Borough/TMA Manager she will be starting at the end of the month.

Mr. Christini stated that Ms. Engleston is highly recommended she has a background in grant writing and extensive government knowledge; she should be an asset to the Borough.

Adjournment

As there was nothing further to discuss, the meeting adjourned at 6:02 p.m.

Respectfully Submitted,
April Maynard
Recording Secretary

Towanda Municipal Authority

October 18, 2021

The October meeting of the Towanda Municipal Authority was called to order by Mr. Walsh at 5:05 p.m.

PRESENT: Michael Walsh, Carmen Venezia, William Shaw, Kayla Saxon, Fred Johnson, Michael Angerson
Charlotte Sullivan

ABSENT: Mark Christini, Robert Williams-WTMA Chairman

OTHERS: Chad Strickland, Superintendent; Lauren Egelston, Borough Manager; James Pruyne, Solicitor;
Eric Casanave, Stiffler McGraw; Phil O'Dell, Daily Review

Visitors: Ryan Hottenstein, William Unkovic, Kyle Lane

Borough Manager:

Mr. Walsh introduced Ms. Lauren Egleston to the Board as our new Borough Manager.

Minutes:

The September 20, 2021 meeting minutes were approved as written on a motion made by Mr. Johnson and seconded by Mr. Shaw, approved.

Bills:

The September bills were approved on a motion made by Ms. Sullivan and seconded by Mr. Venezia, approved.

Refund of Sewer Debt:

Mr. Unkovic stated the closing of the Bond refund will be this coming Thursday. Mr. Unkovic and Mr. Hottenstein are here to review the fund savings to the Authority. Mr. Hottenstein thanked Mr. Strickland, Ms. Maynard and the entire staff in assisting in getting the documentation required to go out to pricing. Mr. Hottenstein gave the Board a memorandum that outlines the savings to the Authority. The 2004 RUS note A had 1.4 million remaining with an average interest rate of 4.5% and matures in 2024 the 2008 Penn Vest loan had a remaining balance of 1.5 million and an average interest rate of 2.55% and matured in 2029; we now have a fixed rate of an average of 2.2% with no extension on the term dates. The M & T 2007 loan A & B had an interest rate of 4.68% and had a rate reset to 3.951%. The total savings to the Authority was \$657,000.00 a savings of 7.88%. Mr. Unkovic added that the municipalities were very cooperative in getting the funding done as well; they enacted ordinance that were required as well as our engineer in getting the required documents required by DCED.

Water Project:

Mr. Strickland stated the final reimbursement was sent to EDA. Urban was in last Thursday and provided the generator cords; we are now waiting on Pioneer and a control issue with the pumps they are not giving us permission so we are holding off on that; other than that, our plant has been running smoothly.

We did receive the trailer from State College and it is already in operation.

A & H Equipment stated the flush/vac combo is 99% complete, we are looking at the first week in November for delivery. Mr. Johnson asked wasn't the vac truck to be a demo; Mr. Strickland stated that yes, they were to

Towanda Municipal Authority

October 18, 2021

take our truck to a show and we did receive monies off for that but the truck was not ready in time for the show.

Mr. Strickland did agree to take it to the water conference if we receive it in time for that and they will do the first-year checkup which is approximately a \$2,000.00 service.

Mr. Venezia asked if we have any outstanding issues with DEP on the water plant; Mr. Strickland stated that the only thing we have is to officially abandon well 1.

Monroeton Water Line Replacement:

Mr. Casanave stated they we delayed the project last month to review the pipe sizing. Our next call with Penn Vest will be Monday November 29th after we have opened bids for this project.

Mr. Casanave stated that after research he stated that we may encounter issues with the Lime Street Tank if we go down to a smaller pipe size. Mr. Casanave stated that the Authority flushed hydrants so that he could see how the fire flows would be effected and that is why he recommends the pipe size be increased to 12" instead of downsized to 8.

Mr. Casanave stated he needs the Authority to decide if he needs to change the bid documents to increase the pipe size to 12" or leave the 10" pipe size that is already in the documents; he stated that again staying with a 10" pipe might cause a delay in the entire project being started as it is an unconventional pipe size. Mr. Johnson asked if we will have enough grant funds because we are increasing pipe size; Mr. Casanave stated he hopes so they are seeing bids all over the place currently, so we will not know until we open bids. Mr. Angerson agreed we go up to the 12" pipe size. Mr. Angerson asked if we ever used Penn Bid to advertise our projects; Mr. Casanave stated he has not we advertise in the local papers, put it on the Builders Exchange, and word of mouth. Mr. Casanave stated that he would like to get this advertised and have bid openings on November 15th prior to our next meeting and maybe a Prebid meeting the beginning of November. The Board agreed to advertise the project upsizing the pipe to 12".

Mr. Casanave mentioned that he did give Mr. Pruyne the easements needed for this project; Mr. Pruyne stated he would start getting the easements signed immediately.

Mr. Casanave requested that the Authority might want to have the contractors bill for stored materials so they can get the materials on hand sooner; Mr. Casanave stated they would ensure the required documentation, insurance and secure storage of the supplies would be ensured by his office. The Board agreed that this should be added in the bid documents because of the delay in getting supplies to start the project.

Small Water and Sewer Grant:

Mr. Strickland stated that both VFD's are installed and working properly, this project has been put on the back burner as the equipment appropriation will be difficult at this time. Mr. Casanave has contacted the small water and sewer grant on this delay and we can apply for an extension if need be.

2018 Flood:

Mr. Walsh asked how Sikora Brothers making out on getting the supplies to start the project; Mr. Strickland stated that they are still awaiting supplies to start the project; Mr. Casanave stated that they are still in the same situation they were at last meeting; Mr. Strickland stated that with the delay in supplies the Paradise portion of the project might need to be delayed until next Spring due to the Penn Dot restoration, the other two crossings should be fine.

Sewer:

Towanda Municipal Authority

October 18, 2021

Mr. Strickland stated that Mr. Walker has calculated the final phosphorus credits that we will need is 425. Mr. Strickland stated he is still in contact with a Shippensburg representative and we will be paying approximately \$2.50 a credit; we paid \$4.70 to Shamokin last year.

The new UV bulbs are replaced and functioning.

Executive Session

Mr. Walsh called an executive session at 5:47 p.m. and remained in session until 5:52 p.m. in regards to a possible property acquisition.

Mr. Angerson made a motion to seek the acquisition of property up for Sheriff Sale with a limit of \$30,000.00 to be bid, Mr. Johnson seconded, approved.

Budget:

Ms. Egleston stated that she is working with Mr. Lane on the 2022 budget.

Hydraulic Study:

Mr. Johnson stated with the Monroeton project soon to be underway and our new wells in production have we thought about doing a hydraulic study of our system; Mr. Strickland stated that they were talking about that last week. Mr. Walsh stated we did have one done by Buchart Horn but they refused to furnish us the documents. Mr. Casanave stated that the data acquisition and calibration is the major cost of the study; Mr. Casanave stated he has done these in the past for other municipalities. Mr. Strickland asked if there is grant funds for a project of this kind; Mr. Casanave stated he has not heard of any; Mr. Angerson stated he would look in his documents to see if there is any funding available. Mr. Casanave stated that Wysox Township Municipality is looking at requesting funds from the County for an infiltration study maybe we can do the same for this project. Mr. Walsh asked if Mr. Casanave will present a proposal to the Authority for a hydraulic study.

Delinquents:

Mr. Angerson questioned the billing on customers who have not paid in years; Ms. Maynard stated she did a list for the Board but did not have time to put in the notes the status of the accounts; the properties Mr. Angerson questioned are properties that sold without the Authority furnishing or being paid for the delinquent amounts on the final bills. Ms. Maynard stated she has forwarded the accounts to our Solicitor Mr. Jones for direction on obtaining payment, we have yet to be told what we can do. Mr. Angerson stated we should be able to bill the new customer for amounts owed under the previous owner, and they would have to go after the title company for not doing the initial due diligence. The Board agreed to pursue that with these outstanding debts.

The Board discussed other accounts on the delinquent list.

Adjournment

As there was nothing further to discuss, the meeting adjourned at 6:10 p.m.

Respectfully Submitted,
April Maynard
Recording Secretary

Towanda Municipal Authority

November 15, 2021

The November meeting of the Towanda Municipal Authority was called to order by Mr. Walsh at 5:05 p.m.

PRESENT: Michael Walsh, Carmen Venezia, William Shaw, Kayla Saxon, Fred Johnson, Michael Angerson
Charlotte Sullivan, Mark Christini

ABSENT: Robert Williams-WTMA Chairman

OTHERS: Chad Strickland, Superintendent; Lauren Egleston, Borough Manager; Eric Casanave, Stiffler
McGraw; Phil O'Dell, Daily Review

Visitors: None

Minutes:

The October 18, 2021 meeting minutes were approved as written on a motion made by Mr. Angerson and seconded by Mr. Shaw, approved.

Bills:

The October bills were approved on a motion made by Ms. Sullivan and seconded by Mr. Angerson, approved.

Water Project:

Ms. Egleston stated we are still awaiting the arrival of the Flush/Vac Truck the last update we received was an approximate arrival date of December 22nd.

Monroeton Water Line Replacement:

Ms. Egleston stated we had a pre-bid meeting on December 4th we had five companies attend that meeting. We had the bid opening today at 3:00 p.m.; Mr. Casanave stated we received five bids out of the nine companies that obtained plan documents. Continental Construction appeared to be the low bidder at \$2,162,248.50. Mr. Strickland provided the Board the bid tally; Mr. Casanave stated as the Board can see the bids were all over the board, he wanted it noted that Bishop Brothers Construction did not submit their bid bond.

Penn Vest awarded the project at \$2,234,000.00 which included a 10% contingency, legal and professional fees; the bids are higher than what we expected to receive; we had initially thought 1.7 million construction cost with a 10% contingency making the project 1.9 million we are looking at approximately a \$250,000.00 shortfall. Mr. Casanave stated at the time the project came about Mr. Lane had thought we would be borrowing approximately \$200,000.00 for this project unbeknown to us we would receive a grant instead of having to borrow funds. We do have legal and professional fees that we can move monies around to be allocated to construction cost. Mr. Casanave stated the Board needs to make a decision if they want to award the bid and self-fund the shortfall and get the project going. We may have construction savings if we find some service lines to customer houses do not need replaced. Mr. Angerson asked for the soft and hard costs for this project; Mr. Casanave stated the project cost with the bids is 2.5 million dollars. Mr. Angerson asked if we can eliminate the cost of the curb to house connections; Mr. Casanave stated that that is a possibility but we are aware already not all lines have to be replaced; Penn Vest is looking at replacement at it was in the scope of the project to get rid of lead lines. Mr. Johnson asked if we can scale down the project; Mr. Casanave stated we can do that; we can rebid a smaller job or award the job as is and eliminate items during construction we can change up to 25% of the project. Mr. Casanave stated in his opinion we should see if we can self-fund the shortfall and proceed with the project; cost of materials is not going down and the low bidder has provided a fair price. Mr. Walsh agrees that we should continue with the project. Mr. Venezia asked if we could ask Penn

Towanda Municipal Authority

November 15, 2021

Vest for additional funds; Mr. Casanave stated we could but that would put us in a new approval period and project start, we would be restarting the process. Mr. Walsh asked if maybe we could ask the county for funds; Ms. Egleston stated she will try to reach out and see what if any is available. Mr. Johnson asked what our budget numbers look like to fund these additional funds; Ms. Egleston stated she is working with Mr. Lane on the budget and it was something he already had thought about. Ms. Egleston stated we can wait until we get the final numbers next month but she thinks we are fine to fund this project.

Mr. Angerson made a motion to approve Continental as low bidder for the Monroeton Waterline Replacement Project, Ms. Saxon seconded, approved.

Mr. Casanave stated that we will have a conference call meeting with Penn Vest November 29th.

Mr. Casanave stated we will be closing the loan (grant) around January 20th.

Mr. Walsh asked about the easements, Mr. Strickland stated we received the easements last week and have been working on them.

Mr. Walsh asked when this project would begin; Mr. Casanave stated we don't want the project to start until we close on the funding.

Small Water and Sewer Grant:

Mr. Casanave stated we is awaiting a quote from LB Water for the vault; we are looking at an eight-inch valve for fire flows and high flows and a four-inch valve for everyday use. This item can be bid through costars. We will bid out the project hopefully in the spring.

2018 Flood:

Ms. Egleston stated she heard Sikora Brothers were hoping to start this week; Mr. Strickland stated they started today; Mr. Casanave stated they started on the Leesway crossing. They are hoping to get as much new line as they can and come back in the spring to complete the wet taps.

County Bridge:

Mr. Walsh asked if we have heard anything on the bridge replacement on Kellogg Road; Mr. Strickland stated we had to move 110 feet of water main as they were worried about the scouring. There was no cost to the Authority for the moving of the water main.

Sewer:

Ms. Egleston stated we had to purchase a new refrigerated sampler the cost was \$7,154.00; Mr. Strickland stated that this unit went through the flood and White's Refrigeration stated it could not be repaired.

Mr. Strickland stated we purchased 425 credits from Shippensburg today at \$3.00 a unit. Mr. Strickland stated he is trying to lock in a long-term agreement with them.

Sewer Debt

Ms. Egleston stated we closed on the sewer debt refund on October 21st.

Vehicle Replacement:

Ms. Egleston stated we are looking at replacing a couple of vehicles one being Mr. Brassfield's vehicle with a small SUV and the sewer plant pickup.

Towanda Municipal Authority

November 15, 2021

Budget:

Ms. Egleston stated that she is working with Mr. Lane on the 2022 budget, they are meeting tomorrow. Mr. Walsh stated that Council came up with an agreement to reimburse Mr. Lane for his time similar to that of Mr. Fairchild.

Infrastructure :

Mr. Strickland stated that Mr. Walsh has requested he, Ms. Egleston and Mr. Casanave look into projects in the Borough and throughout our system for any available monies. Mr. Walsh stated we should also look at the Wastewater Treatment Plant as well.

Adjournment

As there was nothing further to discuss, the meeting adjourned at 5:45 p.m.

Respectfully Submitted,
April Maynard
Recording Secretary

Towanda Municipal Authority

November 15, 2021

The bid opening for Contract 2021-2 Monroeton Waterline Replacement Project was called to order by Ms. Engleston at 3:00 p.m.

PRESENT: Lauren Engleston - Manager; Chad Strickland - Superintendent; Eric Casanave – Stiffler McGraw

Visitors: Scott Beeman – G DeVincentis & Sons

Bid:

Mr. Casanave opened the bids for the Water Replacement Project:

COMPANY NAME	BID AMOUNT	BID BOND INCLUDED?
Continental Construction 39144 Portland Mills Road Ridgeway, PA 15853	\$2,162,248.50	Yes
Sikora Bros.Paving Inc 110 Nevel Hollow Rd Hunlock Creek, PA 18621	\$2,816,886.00	Yes
G DeVincentis & Sons 7 Belden St Binghampton, NY 13903	\$2,547,000.00	Yes
Bishop Brothers Construction 1376 Leisure Dr Towanda, PA 18848	\$2,721,802.00	No
Pioneer Construction Company Inc 3298 Lake Ariel Highway Honesdale, PA 18431	\$2,653,459.30	Yes

Mr. Cassanave will review the bid documents, notice to award will be at the Towanda Municipal Authority meeting.

Adjournment

As there was nothing further to discuss, the bid opening was adjourned at 3:15 p.m.

Respectfully Submitted,
April Maynard
Recording Secretary

Towanda Municipal Authority

December 17, 2021

The December meeting of the Towanda Municipal Authority was called to order by Mr. Walsh at 12:00 p.m.

PRESENT: Michael Walsh, Carmen Venezia, William Shaw, Michael Angerson, Charlotte Sullivan, Mark Christini

ABSENT: Kayla Saxon, Fred Johnson, Robert Williams-WTMA Chairman

OTHERS: Chad Strickland, Superintendent; Lauren Egleston, Borough Manager; Eric Casanave, Stiffler McGraw

Visitors: None

Minutes:

The November 15, 2021 meeting minutes were approved as written on a motion made by Ms. Sullivan and seconded by Mr. Angerson, approved.

Bills:

The November bills were approved on a motion made by Ms. Sullivan and seconded by Mr. Angerson, approved.

2022 Meeting Dates and Re-organization:

Mr. Shaw made a motion to approve the following meeting dates for 2022 and the following officers and compensation for 2022, Mr. Angerson seconded approved.

January 17 th	February 28 th	March 21 st
April 18 th	May 16 th	June 20 th
July 18 th	August 15 th	September 19 th
October 17 th	November 21 st	December 16 th at noon

Chairman – Mike Walsh
Vice Chairman – Carmen Venezia
Secretary / Treasurer – Michael Angerson
Asst. Secretary / Treasurer – Charlotte Sullivan

Legal Counsel \$2,250.00
Secretary / Treasurer and Assistant Secretary / Treasurer \$175.00 each

Water Project:

Ms. Egleston stated that the flush / vac truck is scheduled to be delivered on the 22nd, and training will commence in January.

Mr. Casanave presented supplement 4 to the Engineering Services Contract it basically moves items from one category to another and zeroes out the contract. Ms. Sullivan made a motion to approve supplement 4 to the Engineering Contract, Mr. Angerson seconded, approved.

Towanda Municipal Authority

December 17, 2021

Mr. Casanave presented the final Penn Vest Requisition in the amount of \$5335.25 Mr. Angerson made a motion for the final Penn Vest Requisition, Mr. Venezia seconded, approved.

Mr. Casanave stated we may have one more pay app for the electrical contractor. Mr. Strickland stated that the Scada Integrator came this week and we are now able to use the Vo tech pump station to control the level of the North Towanda Tank remotely.

Ms. Egleston stated that for the EDA Grant we needed an easement for GTP for their monitoring of the wells on our property on James Street; we received the paperwork late last night so we need to vote on this item.

Mr. Christini made a motion to amend our agenda to include the easement for GTP and our 2022 Engineering Agreement with Striffler McGraw, Mr. Venezia seconded, approved.

Mr. Venezia made a motion to approve the easement agreement with GTP, Mr. Angerson seconded, approved.

Monroeton Water Line Replacement:

Ms. Egleston stated we had a meeting with Penn Vest to review the application and administration of the grant, the closing is scheduled for January 20th. Ms. Egleston stated we need to sign the construction contract with Continental; Mr. Angerson made a motion to sign the construction contract with Continental, Mr. Shaw seconded, approved.

Ms. Egleston stated we need to sign a notice to proceed; Mr. Angerson made a motion to sign the notice to proceed, Mr. Venezia seconded, approved. Mr. Casanave explained that the notice to proceed will be issued to the contractor after we close on the funding.

Ms. Egleston stated that we have an agreement for Mr. Unkovic to assist in the legal issues with the funding of this project the cost is \$3,500.00. Mr. Angerson made a motion to approve Mr. Unkovic's legal agreement, Mr. Christini seconded, approved.

Ms. Egleston has the agreement for Stiffler McGraw for the project; Mr. Casanave stated we already approved the initial costs for the project back in March, the total costs with permitting and inspections will be \$232,500.00 we have paid approximately \$67,000.00 already; Ms. Sullivan made a motion to approve the Stiffler McGraw engineer agreement for the project, Mr. Shaw seconded, approved.

Mr. Casanave stated we have a checklist for Penn Vest we will start working on for the January closing.

Mr. Casanave stated that Continental has already started ordering items for the project.

Small Water and Sewer Grant:

Mr. Casanave stated he received the quote from LB Water and the vault is approximately \$48,000.00 there is a long lead time to get this product. Mr. Casanave stated that we need to coordinate that delivery with the construction start time and get this project moving. Mr. Strickland asked how long do we have to get this project done; Mr. Casanave stated we have until the end of 2022 but with DCED we can ask for a year extension.

2018 Flood:

Ms. Egleston stated that work has begun at the Leesway location but Sikora Brothers are still waiting on tapping sleeves in order to finish the work at this location in order to go on to the other locations. Ms. Egleston stated we have received a bill for \$28,336.00 for the work that has been completed, we need a motion to pay that and submit that to PEMA for reimbursement. Mr. Venezia made a motion to pay the invoice for Sikora Brothers, Mr. Angerson seconded, approved.

Towanda Municipal Authority

December 17, 2021

Ms. Egleston stated we have filed a time extension and it has been approved with PEMA due to the delay in the project start; we have an extension until next July.

Sewer:

Ms. Egleston stated we received the refrigerated sampler the cost was \$7,154.00

Ms. Egleston stated we purchased 425 credits from Shippensburg and Mr. Strickland got approval from DEP to use them in the future.

Vehicle Replacement:

Ms. Egleston stated we are still looking at getting quotes on vehicle replacements but with the inventory being so low it is taking a while to get information locked in. Mr. Strickland stated they will not quote for 2022 so we might be looking at 2023 pricing.

Participation in LIHWAP:

Ms. Egleston stated that she was approached to become a vendor with the Low-Income Household Water Assistance Program. The program assists low-income families with overdue water sewer bills. The program starts in January and is being administered by the Pennsylvania Department of Human Services. They contact us for information on the customer account and payment is made directly to us if they qualify.

Mr. Angerson stated we need to inform our customers of this program. Mr. Christini said we can put on our website as well.

Resolution 2021-6 :

Ms. Egleston needs to be made applicant agent for the Authority; Mr. Strickland was assigned when Mr. Lane left. Mr. Angerson made the motion to have Ms. Egleston assigned as the Towanda Municipal Authority Applicant Agent for FEMA/PEMA, Mr. Christini seconded approved by roll call vote Mr. Walsh Yes, Ms. Sullivan Yes, Mr. Venezia Yes, Mr. Shaw Yes, Mr. Angerson Yes, Mr. Christini Yes, Ms. Saxon and Mr. Johnson absent.

Budget:

Ms. Egleston stated that she worked with Mr. Lane on the 2022 budget; We did have to increase water due to the Monroeton water line replacement coming in over budget and having sewer standalone per the bond refund. Water rates will now be \$7.00 per thousand (from \$6.24) for all customers, New Albany water rate is \$4.48 per thousand (from \$4.00) our base rate will increase to \$16.00 (from \$14.00) for most residential customers based on meter size. Sewer rates stayed the same. Mr. Angerson made a motion to approve the 2022 budget as presented, Mr. Christini seconded, approved.

Ms. Egleston stated we are looking into a small water and sewer grant for the UV bulb replacement at the sewer plant if we receive that we would need a 15% match, we will see if the program is available this year.

Mr. Angerson asked if we have asked the county for any of the Covid relief funds. Mr. Strickland stated that they have looked into that, there is no formal application it is just presenting a project.

Mr. Angerson also indicated that he has heard that the infrastructure monies will be handled through Penn Vest and it is looking like 60% of the funds are grant and 40% loan, they will be looking at shovel ready projects so we may want to get some projects together.

Towanda Municipal Authority

December 17, 2021

Adjournment

As there was nothing further to discuss, the meeting adjourned at 12:37 p.m.; The engineering agreement was not executed during the meeting so Mr. Angerson made a motion to reconvene the meeting at 12:38 p.m.

2022 Engineering Agreement:

Mr. Casanave stated that there is a slight increase in costs for 2022; Mr. Angerson made a motion to enter into agreement with Stiffler McGraw for our 2022 engineering needs, Mr. Venezia seconded, approved.

Adjournment

As there was nothing further to discuss, the meeting adjourned at 12:40 p.m.

Respectfully Submitted,
April Maynard
Recording Secretary