

Towanda Municipal Authority

January 20, 2025

The January meeting of the Towanda Municipal Authority was called to order by Mr. Walsh at 12:02 p.m.

PRESENT: Michael Walsh, Joseph Snell, Fred Johnson, Carmen Venezia, Roger Hatch, Katrina Murray

ABSENT: Mark Christini, Eric West, Robert Williams-WTMA Chairman

OTHERS: Matthew Aikey, Superintendent; Morgan Madden (via phone), Babst, Calland, Clements and Zomnir, P.C.; Stacy Schoonover, Borough Manager; Eric Casanave, Stiffler McGraw; Brian Shura, Stiffler McGraw

Visitors:

Visitors:

Re organization:

Mr. Johnson made a motion to maintain the same officers and compensation for the secretary/treasurer for 2025, Mr. Hatch seconded, approved.

Minutes:

The December 20, 2024 meeting minutes were approved as written with a motion made by Mr. Snell, seconded by Mr. Johnson, approved.

Bills:

The December bills were approved on a motion made by Mr. Venezia and seconded by Mr. Johnson, approved.

Permits:

Mr. Aikey stated he has the specifications for water and sewer and he will be changing the rules and regulations to inform customers and contractors we need a permit filed so that we inspect water and sewer lines throughout the system. He has a fee set up for the inspections; Mr. Johnson stated why are we adding more fees to our customers; Mr. Hatch stated we should be offsetting our costs; Mr. Johnson stated he would go out and inspect service lines as part of his duties.

Ms. Vanderpool:

Mr. Aikey stated he has some of the fees associated with the cost of connecting Ms. Vanderpool to the water system; he needs access inside her residence, which he has been unable to obtain access from Ms. Vanderpool.

Headworks Project:

Mr. Casanave stated that the Penn Vest meeting is January 22nd, we should know what we are receiving in grant/loan for our project.

Process Upgrade / Collection Conveyance System:

Mr. Shura stated that since we completed and are in process with the Headworks project, we need to start looking at the process upgrade. We need to meet with DEP to start the conversation of the upgrade. Mr. Shura stated he can provide an engineering agreement to start the process planning. We had two options for the new process one being the site we went to in Illinois, once we identify our process we can design and cost the project.

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Mr. Walsh requested for Mr. Shura to schedule this out for the Board for instance we need to do a 537 now and meet with DEP, basically the steps we need to follow for this project.

Mr. Shura stated we need to meet with DEP now to start the process and see how they want us to proceed.

Mr. Shura stated he wants to avoid a full Act 537 for the plant, Mr. Johnson stated he thought an Act 537 needed done only if we were planning on expanding our system, which we are not; Mr. Shura stated that they may request one only to have the system evaluated as a whole, so that we are not piecing together something that will not work cohesively. Mr. Shura knows that we will need a full Act 537 but that would delay this project, he is hoping in discussion with DEP, we can convince them of a special study for the process is all that is needed. When he spoke with a DEP representative, they requested we do a preplanning meeting with them and discuss our project and see what their stand is on the project. Mr. Johnson asked what the timeline is for a meeting; Mr. Shura stated he would like to see it as soon as possible; Mr. Johnson questioned why we are in a rush are we looking at a grant; Mr. Shura stated we would have our debt and we will know more when Penn Vest announces our funding on Wednesday; but regardless of that we need to address the process at the plant. Mr. Shura stated that it takes almost two years to get the project initiated. Mr. Walsh stated our Act 537 plan is almost 20 years old.

Mr. Walsh stated we need to meet with DEP to see if they will let us do a special study or if they need a full Act 537. Mr. Johnson questioned what are we looking at expending; Mr. Shura stated around \$20,000.00. Mr. Shura stated that the time is getting approval from all of our municipalities would be the most time-consuming part of it, but we can get the design started in the meantime.

Mr. Shura stated the difference in price is different as a full-blown Act 537 costs between \$150,000.00 to \$200,000.00.

Mr. Johnson stated we can do some of this work in house; Mr. Shura stated that yes, they can outline what needs to be accomplished and we can save monies by doing it in house, they could oversee and gather the information we need.

Mr. Walsh stated that we need to meet with DEP to see what we are looking at; Mr. Shura agreed and will set up a meeting.

Mr. Walsh requested he would like to see a timeline in hopes they approve a special study, so that we are aware how this project will proceed. Mr. Shura is hoping they allow a special study; we need to address the process of the plant.

2025 Fee Schedule:

Mr. Johnson stated that we need change the price on meter testing it has \$25.00 for 5/8" and 3/4" meters at \$25.00, the 1" meter is \$50.00, Mr. Johnson stated they should all be \$50.00, he tested meters and there should be no difference in price. Mr. Venezia made a motion to approve resolution 01-2025 the 2025 Fee Schedule that had the change for 5/8" and 3/4 "meter base charge from \$16.40 to \$20.00 and the 1" meter base charge from \$24.48 to \$29.79 and the meter test fee change Mr. Johnson stated, Mr. Johnson seconded, approved.

HallockShannon PC:

Mr. Johnson made a motion to approve HallockShannon P.C. perform our 2024 audit in an amount not to exceed \$4,800.00, Mr. Snell seconded, approved.

Letters of Financial Interest:

Mr. Walsh stated that the letters of financial interest needs returned to Ms. Maynard.

WTMA:

Ms. Schoonover stated at the last Wysox meeting it was addressed that they do not wish to expend any funds if TMA is not interested in the merger. Mr. Walsh stated that we are interested, they have to address the wells and the grinder pumps; Mr. Johnson stated they have not come back to

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the Board in reference to that. Mr. Johnson stated that they need to have a public meeting to address to their customers what they want to do as they would be taking the rules and regulations of TMA. Mr. Casanave stated his take from the meeting is that Wysox was under the assumption that TMA in writing or otherwise would inform them of what needed to be done in order to start the merging process; Ms. Schoonover stated that wanted TMA to go to their next meeting. Mr. Walsh stated he will check with Mr. Christini to see where he is at in his research. The Board discussed the easements of the grinder pumps and the wording that was put in the easement; Mr. Johnson requested a copy of the easement be sent to him so he can have clarification on the matter. Mr. Walsh will have Mr. Christini furnish something to Wysox.

Mr. Schrimp:

Ms. Maynard stated Mr. Schrimp came in due to being billed sewer for the water he used to power wash his house. Mr. Johnson stated there was discussion to get meters with hose connections so that we can provide sewer credits; it has only been discussed and not followed through. Mr. Walsh thinks that is not something we want to pursue. Mr. Johnson stated we have a way to remedy the problem or not.

Burlington Project:

Mr. Walsh stated he received the grant paperwork and signed it; Mr. Aikey stated we should have received a copy as well; Mr. Walsh questioned Mr. Snell if he received a copy to sign; Mr. Snell stated he does not recall receiving it but will look; Mr. Walsh stated he will find the paperwork and forward it to Ms. Schoonover.

Entity Name:

Mr. Johnson questioned the name on the reports he stated it should state TMA not Towanda Borough we are two separate entities.

Adjournment:

As there was nothing further to discuss, the meeting adjourned at 1:28 p.m.

Respectfully Submitted,
April Maynard
Recording Secretary

Towanda Municipal Authority

February 24, 2025

The February meeting of the Towanda Municipal Authority was called to order by Mr. Walsh at 12:02 p.m.

PRESENT: Michael Walsh, Joseph Snell, Fred Johnson, Katrina Murray, Mark Christini

ABSENT: Carmen Venezia, Roger Hatch, Eric West, Robert Williams-WTMA Chairman

OTHERS: Matthew Aikey, Superintendent; Morgan Madden, Babst, Calland, Clements and Zomnir, P.C.; Stacy Schoonover, Borough Manager; Eric Casanave, Stiffler McGraw; Brian Shura, Stiffler McGraw

Visitors: Dr. John Paulish

Visitors:

Dr. Paulish stated he put a double wide trailer on his property for his daughter; he started the process with Mr. Strickland and he was told by Mr. Strickland that he left detailed instructions on what would need to be done to his predecessor.

When the trailer was put in and the hook up did not occur, he came down to the office and was informed he needed to pay for the grinder assembly before it can be hooked up.

The connection occurred so he assumed it was paid for as that is what he was told; that nothing would happen until it is paid for.

He does not have record that he paid for the grinder assembly. He received an invoice in the mail for the grinder and the check valve; he came into the office and stated he paid for the grinder but not the check valve so he paid for the check valve (meter pit) at that time, and was informed at that time that we would research the grinder payment and get back to him; he did not get a return call. Dr. Paulish stated that he received another letter stating if this is not paid, we would pursue legal action.

Mr. Johnson requested if Dr. Paulish can provide proof of payment; Dr. Paulish stated he would assume he paid it, if it was installed; Mr. Johnson stated that the employees have no knowledge if the equipment is paid for or not, if it is on their schedule to go out and connect a property that is what is done. Mr. Aikey questioned who installed the grinder; was it his contractor?

Mr. Johnson stated Dr. Paulish has to provide proof of payment. Mr. Walsh questioned if Dr. Paulish's contractor might have paid for the grinder. Dr. Paulish does not think his contractor is no longer in business. Ms. Murray stated that there should be a paper trail.

Mr. Johnson stated we would not double bill; Dr. Paulish stated he is double paying; Mr. Johnson stated Dr. Paulish needs to provide us proof he paid for the grinder.

The Board discussed the situation after Dr. Paulish left, we need proof of payment.

Minutes:

The January 20, 2025 meeting minutes were approved as written, motion made by Mr. Johnson, seconded by Mr. Snell, approved.

Bills:

The January bills were approved by a motion made by Mr. Christini and seconded by Mr. Johnson, approved.

Water and Sewer Rules and Regulations:

Ms. Maynard stated she provided what sections were amended to add the permit requirements for inspections in the water rules and regulations section 2.03 and 2.12; in the sewer rules and regulations section 8.01.

Mr. Johnson stated that he is still against charging a fee for inspecting water and sewer lines; Mr. Christini stated we need to recoup our monies that we are expending; Mr. Johnson stated what are we recouping; Mr. Aikey is paid for 8 hours of work. Mr. Johnson stated by charging the customers we will have more

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customers not adhering to the rules. Mr. Walsh stated that this discussion can be made and regulations changed if we so agree, but for now we need to get the inspection requirements in the rules and regulations so that we are informed of what is going into the ground and ensuring it adheres to our regulations.

Mr. Christini made a motion to approve Resolution 02-2025 Towanda Municipal Authority Rules and Regulations for Water Use and Resolution 03-2025 Towanda Municipal Authority Rules and Regulations for Sewer Use with the changes adding permit requirements and inspections for service lines, Mr. Snell seconded, approved.

FEMA:

Mr. Casanave stated that they made application to have the unexpended funds; \$412,000.00; from the 2018 flood, to repurpose the funds to another identified site. PEMA stated to file a justification for the scope of work. FEMA denied our request; they de-obligated the funds as we did not use the funds; we just found this out on Friday after the agenda was already sent. Mr. Johnson stated if we can apply again; Mr. Casanave stated that these were funds allocated for the 2018 flood he does not think we can reapply. We might want to look at other funding sources to repair the exposed line. Mr. Johnson questioned Mr. Aikey if it can be repaired; Mr. Aikey stated there is a large rock that has pushed the line and it is leaking. Mr. Casanave stated they will pursue funding to see what is out there.

Small Water and Sewer Grant:

Mr. Casanave stated that the Small Water and Sewer Grant is now open the deadline is April 30th. Mr. Walsh questioned if we can apply for the Eilenberger line; Ms. Madden stated you can direct Stiffler McGraw to look into it and put it on our March agenda for a vote. Mr. Casanave also outlined other projects we might want to pursue funding for; due to the dollar amount they would not fall under this grant but we might want to pursue Penn Vest funding for these projects.

Headworks Project:

Mr. Casanave stated that at the Penn Vest meeting on January 22nd, we were awarded 7.7 million dollars in grant funds for the project.

The next step is to get the project advertised and bided. Mr. Johnson made a motion to have the project advertised for bids, Mr. Snell seconded, approved.

Process Upgrade / Collection Conveyance System:

Mr. Shura stated that we had a planning meeting with DEP on the process upgrade and they are not requiring a full ACT 537 they gave us a waiver on that. They will begin working on that project.

2025 Fee Schedule:

Mr. Johnson made a motion to approve the 2025 Fee Schedule Resolution 04-2025 that includes the permit fees of \$50.00 for water and sewer for service line inspection and \$50.00 for termination of water and sewer lines, Mr. Snell seconded, approved

Towanda Cemetery Association:

Ms. Schoonover addressed an issue with the Towanda Cemetery Association, they removed their meter and are still receiving a bill; Mr. Christini stated it is in our rules and regulations that they receive a bill until the property is demolished; he just purchased a property and he has the same situation. Mr. Snell stated he would inform the Board as he is on that Board as well.

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Adjournment:

As there was nothing further to discuss, the meeting adjourned at 1:03 p.m.

Respectfully Submitted,
April Maynard
Recording Secretary

Towanda Municipal Authority

March 17, 2025

The March meeting of the Towanda Municipal Authority was called to order by Mr. Walsh at 12:02 p.m.

PRESENT: Michael Walsh, Joseph Snell, Fred Johnson, Katrina Murray, Carmen Venezia, Roger Hatch

ABSENT: Mark Christini, Eric West, Robert Williams-WTMA Chairman

OTHERS: Matthew Aikey, Superintendent; Morgan Madden (via phone), Babst, Calland, Clements and Zomnir, P.C.; Stacy Schoonover, Borough Manager; Eric Casanave, Stiffler McGraw

Visitors: None

Visitors:

Minutes:

The February 24, 2025 meeting minutes were approved as written, motion made by Ms. Murray, seconded by Mr. Johnson, approved.

Bills:

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

Water Line Projects:

Mr. Casanave presented to the Board a list of projects that have been discussed in the past as being in need of repair or replacement. The list has been gathered from discussion with Mr. Lane, Mr. Johnson and Mr. Strickland through the years. Third Street 1,235 feet of watermain from Poplar to Lombard Street. Foster Road 900 feet of 6" line to be replaced by an 8" line. Watts Street 2,070 feet of 4" watermain to be replaced with 6" watermain. Oak Street 1,110 feet of 6-8" watermain that needs replaced. Pratt Avenue 1,400 feet of 6" watermain to be replaced with 12" lines between York Ave and Merrill Parkway to create a transmission main. William Street 1,500 feet of 6-8" lines to 8-12" lines between Locust and Walnut Street. William Street 1,100 feet of 3" water main with 6" from along North Walnut from North River to almost North Main Street. Monroe Borough 7,400 feet of the 10" Eilenberger Spring transmission line. Mr. Casanave also mentioned a project of replacing 2,400 feet on York Ave between James St and Oak Street with a 12" line but that was only discussed with Mr. Strickland no further research was done.

Mr. Casanave stated that after Covid funding became available and we applied for some if not all these projects and have not received any favorable funding for these applications. Mr. Casanave did state that we did get funding for the sewer portion of the North Main turnback project. Mr. Johnson questioned when that would begin; Ms. Schoonover stated the Borough will not be taking back North Main.

The Burlington Turnpike project was also turned in as a grant application and was partially funded this last round of the LSA grant awards.

We have turned in four of the above projects in the last round of the LSA grant awards; Pratt/William, Foster Road, West Lombard Street and Berwick Drive; we will hear later this year on those applications.

Mr. Johnson questioned what we do with the Burlington Turnpike Project, Mr. Casanave we have three years to complete the project, Mr. Johnson questioned if we use it somewhere else; Mr. Casanave stated no we have to use it for the project we applied for.

Mr. Casanave took the projects and updated them with current pricing is in total 7.1 million dollars.

Mr. Casanave presented doing the Pratt Avenue/ William Street / Burlington Turnpike projects; this would be borrowing funds to complete the Burlington Turnpike project; as we were not awarded the full amount to complete project. Mr. Casanave stated the Pratt Avenue and William Street projects would help get our water from the treatment plant through our system to our equalizer. For these projects the total cost is approximately 4.3 million with engineering it would be \$5,033,500.00; the Authority would expend

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approximately \$100,000.00 to get this to design to seek Penn Vest Funding. Mr. Johnson advised Mr. Casanave to soft dig the North Main watermain to verify the size.

Mr. Johnson stated we need a hydraulic study. Mr. Aikey stated we were going to put a hydraulic study in a grant request at the end of year.

Mr. Johnson was not aware we received the sewer funds for the North Main Street project, he does not want us to sit on these funds then end up turning back the monies because we did not do the project.

The Board discussed the projects; Mr. Johnson questioned our water loss; Mr. Aikey stated our loss is 34%; Mr. Johnson stated that is a good job; Mr. Aikey stated we need to be at 20%. Mr. Johnson questioned the Eilenberger line; Mr. Aikey stated they just put in insertion meters on the line to see if we can identify any areas of immediate concern. Mr. Hatch questioned if this line can be piggable; Mr. Casanave stated that the Eilenberger line has issues more on the external side then internal; and that would be very challenging due to the water flow in the piping; Mr. Venezia questioned how far they can run a piggable; Mr. Hatch stated they have gone as far as 200 miles; but if you lose one you have to find it and cut the pipe to retrieve it.

Mr. Walsh questioned the Board if we want to proceed with the projects presented by Mr. Casanave or table the discussion for another month; he questioned if we would be going for funding for all the projects or for just the three immediate ones.

Mr. Hatch questioned if we do the projects to enhance our water flow where is the next bottleneck in the system? Mr. Johnson stated Main Street has a 10" main; we have a 12" main going up Lombard and across Lombard; there is a section of 6" that runs down a section of South Main Street that goes from Barclay Street to the "T" for the reservoir. Mr. Johnson stated the Pratt and William Street is our biggest bottleneck.

Mr. Hatch made a motion to enter into agreement for professional services with Stiffler McGraw to pursue engineering and funding for the Pratt Avenue/ William Street / Burlington Turnpike projects, Mr. Hatch stated are they individual projects or one; Mr. Casanave stated one submission for all three projects; Mr. Johnson questioned Mr. Aikey's opinion; he concurs with Mr. Casanave. Mr. Johnson questioned if the \$5,033,500.00 included engineering; Mr. Casanave stated yes; Mr. Venezia seconded the motion approved.

Mr. Johnson is concerned we will have all this funding and not complete projects.

Small Water and Sewer Grant:

Mr. Casanave stated that the Small Water and Sewer Grant we discussed last month for the Eilenberger line repair that we had found that has been damaged and has a large rock sitting on it in the vicinity of South Branch; the Board discussed this last month and wanted to pursue a grant to repair the line; the deadline for submission of this grant is April 30th. Mr. Johnson questioned the amount of the grant request of \$357,399.50 and the total cost of the project itself; Mr. Casanave stated the Small Water and Sewer Grant requires a 15% match the total project is \$420,470.00; that includes inserter valves because we cannot shut the line down. Mr. Johnson made a motion approve Resolution 05-2025 to apply for the PA Small Water and Sewer Program grant in the amount of \$357,399.50 for the Eilenberger line repair, Mr. Hatch seconded, approved.

Headworks Project:

Mr. Casanave stated that the project is out to bid; April 16th we open bids, April 2nd we have a Prebid meeting.

Mr. Walsh questioned if they have had interest from contractors; Mr. Casanave stated he had not looked. Ms. Maynard stated Lobar contacted us and she referred them to Stiffler McGraw for the documents.

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Mr. Johnson questioned our flows during a rain event; Mr. Aikey stated we are permitted for twice our normal flows; Mr. Johnson stated he has seen higher amounts during a rain event; Mr. Casanave stated he will check with Mr. Shura to ensure we are compliant. Mr. Johnson wants to ensure it is designed for our max flows.

Process Upgrade / Collection Conveyance System:

Mr. Casanave stated that Mr. Shura wants to have a sit down with Mr. Aikey; the problem with what we encountered with the Headworks project is that we started the last project with Mr. Strickland and ended it with Mr. Aikey and he stated that we had to add items to the project on what Mr. Aikey seen that was needed.

Mr. Johnson questioned have we started looking at the process we are going to go with; Mr. Casanave stated we did go to Chicago to look at the granular process; Mr. Johnson stated who went; Mr. Casanave stated Mr. Strickland, Mr. Walker, Mr. Whinnery; Mr. Johnson stated that none of those employees are working here anymore. Mr. Casanave stated that Mr. Shura and another Stiffler McGraw representative also went. Mr. Johnson stated how is the Board to decide; Mr. Aikey stated he did go on You Tube and seen the process and his recommendation is that we go with the granular process. Mr. Johnson requested we be given a side-by-side comparison of our process and the granular process.

Adjournment:

As there was nothing further to discuss, the meeting adjourned at 1:15 p.m.

Respectfully Submitted,
April Maynard
Recording Secretary

Towanda Municipal Authority

April 21, 2025

The April meeting of the Towanda Municipal Authority was called to order by Mr. Walsh at 12:06 p.m.

PRESENT: Michael Walsh, Joseph Snell, Fred Johnson, Mark Christini, Carmen Venezia,

ABSENT: Eric West, Katrina Murray, Roger Hatch, Robert Williams-WTMA Chairman

OTHERS: Matthew Aikey, Superintendent; Morgan Madden (via phone), Babst, Calland, Clements and Zomnir, P.C; Stacy Schoonover, Borough Manager; Eric Casanave, Stiffler McGraw

Visitors: None

Minutes:

The March 17, 2025 meeting minutes were approved as written, motion made by Mr. Venezia, seconded by Mr. Snell, approved.

Bills:

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

Water Line Projects:

Mr. Walsh stated the importance of the North Main Street waterline project. Mr. Walsh stated it would be a good step creating a map. "This is good step in strategizing and helping verify sizing and what you are connecting to." Mr. Aikey asked to have this explained to him after the meeting. Mr. Walsh stated pictures gave a pretty good assessment that helped secure grant as they showed how bad it looked.

Mr. Walsh discussed the FEMA money that ended up being forfeited going after the grant application to cover the Albers property. You adopted the resolution for the grant amount last month. Mr. Walsh stated you have matching funds for \$63,000 to make up our 15% match. Mr. Johnson questioned if this was the grant to match the money we have to pay for the project go? Mr. Walsh stated this is the grant we lost? This is the grant to replace the money that was lost. Mr. Aikey stated it was allocated to us and we didn't use it. Mr. Walsh asked how many feet of pipe we were planning to replace? Mr. Casanave stated 200 feet until all was said and done. Mr. Aikey stated they were planning on being out on the spot tomorrow. He stated he needed to get a bell clamp on it to protect it. Mr. Walsh requested someone snap a picture and send it to him so that he has a before and after to send with grant application.

Meter replacement was discussed. Transmitters are working well. Approximately 300 are left. Mr. Johnson discussed Rhonda Benjamin and waiving Tapping Fee and do not charge for man hours showing compassion. It was \$2,300.00 -\$1,100.00=\$1,200.00. Mr. Aikey confirmed the well as shut off and sewer system is working and final billing details are in place

Headworks Project:

Mr. Walsh discussed updates on the pre-bid on May 5th at 1:00. Mr. Walsh and Mr. Aikey discussed benefits of making pre-bids non-mandatory. The next phase of the plan was discussed. Since nobody is left who were out and looked at original process in Illinois, Brian is trying to schedule a meeting for anyone who is interested.

Motion was made to approve resolution 06-2025 by Mr. Christini and seconded by Mr. Johnson.

Staffing Changes:

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Matt Aikey will be leaving. He will be available to help out for a short time. Brandi Beers has taken over for April Maynard. April's last day will be April 23rd. Brandi's first day was March 31st.

Adjournment:

As there was nothing further to discuss, the meeting adjourned at 12:46 p.m.

Respectfully Submitted,
Anita J. Gaspar
Recording Secretary

Towanda Municipal Authority

May 19, 2025

The May meeting of the Towanda Municipal Authority was called to order by Mr. Johnson at 12:02 p.m.

PRESENT: Michael Walsh, Joseph Snell, Fred Johnson, Carmen Venezia, Katrina Murray

ABSENT: Mark Christini, Eric West, Robert Williams-WTMA Chairman, Roger Hatch-(conference call failed)

OTHERS: Morgan Madden (via phone), Babst, Calland, Clements and Zomnir, P.C.; Stacy Schoonover, Borough Manager; Eric Casanave, Stiffler McGraw; Brian Shura, Stiffler McGraw; Tobias Nagle

Visitors:

None

Minutes:

The April 25, 2025 meeting minutes were approved as written with a motion made by Mr. Snell, seconded by Mr. Johnson. Minutes approved.

Bills:

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

Diamond Map:

Mr. Nagle from Stiffler McGraw introduced a platform called Diamond Maps. It's a system that is used heavily in the water and wastewater industry. Mr. Nagle stated his reason for bringing this to us is because of the holes in our roster. Mr. Nagle stated that this is basically another employee for you. The system will help new employees wrap everything up and keep it all in one place. Mr. Nagle showed examples of Stiffler McGraw clients Ford City and Northern Cambria. Mr. Nagle stated Diamond Maps would have made the repair on the Eilenberger line last week much easier; there is a public notification that would get launched when things are depressurized; easily isolated the repair area and attached a map with the public notification to make it clear to the people that were affected by that repair. Mr. Nagle stated that it is a \$50.00 a month subscription. He stated there was an upfront fee of what he believed was \$5,000.00.

Mr. Shura stated to set it up, and if we need to basically create a map and its function, it's not necessarily five grade. This bigger platform, its ESRI based. It uses the same as any other GIS. The difference is they fine tuned it to be for somebody that doesn't know how ESRI or some of the databases, and creates a cloud system that anybody can use. For instance, if you have a break and want to know what is going on there, you can take a photo, upload it, in seconds you have the information at your fingertips. Not only now but for the future Mr. Shura stated perpetually cost wise, it is cheap. He stated he didn't know how much the iWorQ was but was sure it was more than \$50.00 a month

Mr. Johnson questioned whether we have any mapping that we are working with our iWorQ. Ms. Schoonover stated that we bought it but it didn't get used. Mr. Walsh questioned whether all of the county stuff such as gas lines, telephone lines could be brought in. Mr. Shura replied yes this could all be brought in.

Mr. Johnson stated we have absolutely no digital mapping at this time. Mr. Casanave commented what would be really relevant to TMA is that it can track repairs; you can take a picture of it and put it into the system.

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Mr. Johnson stated he thought it would be worth it. Mr. Nagle said there was one additional cost and that was the locator. Mr. Walsh questioned where that would leave us with IWorq. Where would it leave us with code enforcement. Ms. Schoonover reported that we pay for modules. She has told Ms. McGuire not to pay for the module for this tuff for this year because no one was using it. Mr. Walsh questioned how much is the locator, Mr. Nagle stated he could get formal costs for the next meeting. The ballpark figure would be \$8,800.00 for the RFK system which talks to a bunch of different satellites; the lower model is \$8,400. Mr. Shura said the \$50 monthly fee is for unlimited users; it's base on the size and number of customers.

Mr. Walsh would like Mr. Shrura to come back next meeting with a proposal.

Headworks Project:

Mr. Shura reported on the bids. He stated that there was one HVAC and one electrical. He stated the estimates were way over. He had a concern as there were only 2 bids. Mr. Shura stated that the highest bid was for 2.2 million compared to the estimate of 1.2 million. Mr. Shura stated his recommendation remains the only answer, your 4 million short across the board. We don't want to go outside the grant. We need to keep the headworks and site work. Thats the primary scope of this project. Our goal is to have your contractor come in and provide realistic architectural structure work. With additional bidders we should see that. Mr. Shura's recommendation on the electrical side is go back to the original scope, just do bare bones SCADA. Mr. Shura also recommends we go ahead and get a new SCADA hub that ties into Headworks, it ties into ATAD. Mr. Johnson questioned would we be able tie everything in. Mr. Shura replied yes. That is the original recommendation.

Mr. Walsh questioned do we also want to do this with the ATAD jets and the piping replacement. Mr. Shura stated we will restructure some of the bid schedule and maybe remove stuff based on recommendations. The goal is to adjust some things over the next 2 weeks and put this out to bid by the beginning of June and reopen before the meeting in July. That way we can make a decision at your July meeting and go through closing and get things under wraps by August.

Mr. Shura stated we did talk to Penn best about possibility of getting a letter to prejudice, if we're good with the bids we and we can get through the contract stuff, they might allow us to get started it catches you just might have to front, front, up front of the first pay application before getting reimbursement. Mr. Johnson stated it was a bad time to start bidding things. Everyone already has projects. Mr. Johnson also questioned are we going to rebid on Mr. Shura recommendation eliminating some things. Mr. Shura responded yes. Mr. Casanave stated by asking for a little more specifics and breaking out some of these other price points a little more definitively. If you do see something that comes in high on a bid, you can just pluck that out. Mr. Shura stated that we will have to place a hierarchy so the state law requires you to identify a budget, and then you have to identify an order of your ad on this. Mr. Casanave stated in terms of your actions, I think you need separate votes to reject the bid for one, reject the bid for contract three and then authorize.

Mr. Walsh made a motion to reject contract #1. Mr. Johnson seconded the motion
Mr. Johnson made a motion to reject contract #3. Mr. Snell seconded the motion
Mr. Snell made a motion to rebid contracts 1 and 3. Mr. Johnson seconded the motion.

Waste Tank Cleaning Bid:

Mr. Casanave brought up there has been an effort or an intent on part of the authority to drain and clean the tanks at the treatment plant to contain sludge, to see what is there, the condition of what is there, and, more importantly clean off the gunk that has been accumulating over the past few years. Mr. Casanave reported in the past we have tried to get a couple contractors on site to give an opinion what it would take. It has proved to be difficult. Mr. Casanave stated where the authority finds itself now is to put this out for bid., advertise it

Towanda Municipal Authority

May 19, 2025

and notify contractors of a project. Instead give them a definitive scope of work now that says, drain the tanks, clean them, haul every thing away. Then we can see for ourselves what everything looks like. Mr. Johnson questioned "Would this be part of the \$7 million." Mr. Casanave stated it would be a separate tank project. Mr. Casanave stated another reason it is being requested now is because it shouldn't take more than a week per tank. Then a lot of the work would be done by the time we are ready to pull the trigger on the main contract. Thren you will know what your headed for instead of guessing. Mr. Johnson stated it may take a lot longer than a week per tank. Mr. Casanave stated if it is authorized to advertise this week and have a bid opening on June 11th. That gives a couple weeks. If we open the bids a couple days before the board meeting, we can digest everything and have a recommendation probably by the time of the meeting on June 16th.

Mr. Walsh stated we need the ATAD tank cleaned for the project. Mr. Casanave stated that these tanks haven't had a serious amount of attention probably since our last upgrade in 2017. Ms. Schoonover reported the guys had told her they had hoisted up a grate and there was dry stuff on it from it being so thick. Mr. Casanave presented a draft map of the tanks. We would give them 45 days to be mostly done and 60 days to have it completed.

Mr. Walsh made a motion to go for bids to drain and inspect all 6 tanks. Mr. Johnson seconded the motion. All in favor, motion carried.

Other business:

Mr. Walsh stated the monthly meetings will be changing back to 5:00 p.m. now that Mr. Aikey is no longer here; hopefully, it will allow more members to attend; an advertisement will be placed starting with the June 16, 2025 meeting

Adjournment

Mr. Johnson made a motion to adjourn, Mr. Walsh seconded. Meeting adjourned at 1:23 p.m.

Respectfully Submitted,
Anita Gaspar
Recording Secretary

Towanda Municipal Authority

June 16th, 2025

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

PRESENT: Michael Walsh, Joseph Snell, Carmen Venezia, Roger Hatch, Katrina Murray, Mark Christini.

ABSENT: Eric West, Robert Williams-WTMA Chairman; Fred Johnson,

OTHERS: Morgan Madden (via phone), Babst, Calland, Clements and Zomnir, P.C.; Stacy Schoonover, Borough Manager; Eric Casanave, Stiffler McGraw.

Visitors:

None

Minutes:

The May 19, 2025 meeting minutes were approved as written with a motion made by Mr. Venezia, seconded by Mr. Snell. Minutes approved.

Bills:

The bills were approved on a motion made by Mr. Snell and seconded by Mr. Christini, approved.

Diamond Map:

Mr. Casanave discussed that the Diamond Maps, a GIS based utility mapping program would be less intensive than the current iWorQ's platform and is specifically designed for utilities. Mr. Casanave highlighted some of the benefits such as a more robust data base w better data accuracy. A utility specific mapping. A less intensive system compared to iWorQ's and potential to digitize older projects. Mr. Walsh questioned if we would be getting rid iWorQ's. Ms. Schoonover stated yes that we would be getting rid of iWorQ's.

Mr. Casanave stated he plans to provide more specific pricing details at next month's meeting. He emphasized wanting to get the most value while minimizing huge expenses, suggesting a careful, cost-conscious approach to the transition.

Waste Tank Cleaning Bid:

Mr. Casanave stated we did not get the bids needed for this project. Mr. Walsh questioned whether it was because there was a lot of work out there or the location. Mr. Casanave stated he was unaware because some of these companies are national and go all over the place. He stated he doesn't believe it was one of the most complicated jobs. Mr. Venezia questioned as to whether they had to enter the tank. Mr. Casanave answered, no. Mr. Venezia stated he couldn't believe we can't find something. Mr. Casanave stated the complication, if any at all is how they take out the sludge.

Mr. Casanave deferred to solicitor. Mr. Walsh questioned Morgan if we don't get a second response, can we hand pick the contractor. Ms. Madden stated that she thought that there were certain advertising requirements in order to do that. She was going to look into it and contact Ms. Schoonover and Ms. Schoonover would contact Stiffler.

Mr. Christini asked about a timeline. Mr. Casanave stated if we rebid the job and had a successful contractor, it probably wouldn't be done any sooner than October or November.

Mr. Venezia questioned as to why we have to go outside our system with the sledge. Mr. Casanave stated he didn't recommend cleaning it all out and then putting it all back in, because there is a lot of stuff that probably shouldn't be there. Mr. Casanave gave a description of how it works.

Ms. Madden stated she found the statutes. Ms. Madden stated if no bids received within 15 days of the second advertisement, you can initiate negotiations for a contract, but you can't change any of the bid specs. before you execute the contract, you have to, at a regular meeting, publicly announce the identity of everybody the contract price and summarize the bid specs.

Towanda Municipal Authority

June 16th, 2025

Mr. Walsh made a formal motion to send this out for re-bid. Mr. Hatch made the motion. Mr. Venezia seconded the motion.

Headworks:

Mr. Casanave stated the rebid is actively out there and that we have a total of 10 plan holders. Bids are due on July 14th. We did amend the project as discussed in the May meeting
Mr. Walsh questioned, Do we have to buy a lot of equipment for inside this? Mr. Casanave replied, Not the Headworks other than the Headworks unit itself. Mr. Casanave stated that it was not overly complicated.
Mr. Casanave stated the electrical and additional SCADA may have deterred some bidders.

Other business:

Superintendent Search: Mr. Venezia questioned in the absence of a Superintendent are we sure all out regulatory requirements and permits being met, as far as samplings and flow monitoring. Ms. Schoonover responded that yes between Stiffler and our water guys and the sewer guys it is being done. Ms. Schoonover stated that she has three possibly four prospects.

Adjournment

Mr. Christini made a motion to adjourn, Mr. Walsh seconded. Meeting adjourned at 5:50 p.m.

Respectfully Submitted,
Anita Gaspar
Recording Secretary

WYSOX TOWNSHIP MUNICIPAL AUTHORITY

July 25th, 2025

PRESENT: Thomas Henson-Vice Chairman; William Them – Secretary/Treasurer, Robert Williams-Chairman, James Isaac-Board Member, Stacy Schoonover-Borough Manager

ABSENT: Tina Pickett; Eric Casanave-Stiffler McGraw

OTHERS: Chris Jones – Solicitor; Anita Gaspar - Recording Secretary.

VISITORS: None

Minutes:

The minutes from the meeting held on June 25, 2025 were approved as written by a motion made by Mr. Isacc, and seconded by Mr. Them: motion approved.

Bills:

Mr. Isaacs stated the bills were up \$40,000.00 this month compared to last month. Ms.

Schoonover stated that some of it was sewer flows because of rain and some has to do with Pump Station 2. Mr. Them stated water expenses at 46% and sewer were at 42% so it will probably catch up. Mr. Williams stated that also there is an extra week because of delayed meeting.

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

Wysox Sewer List of Bills	June 2025	
Towanda Municipal Authority	BNY Mellon - June 2025 Principal & Interest	\$ 3,938.26
Towanda Municipal Authority	Administration Agreement - June 2025	\$ 2,103.67
Towanda Municipal Authority	M&T Principal & Interest - June 2025	\$ 4,988.45
Towanda Municipal Authority	Contracted Service - May 2025	\$ 5,452.31
Towanda Municipal Authority	Arey's Inv 2505-105678 20A cord end-Mapes grinder	\$ 21.98
Towanda Municipal Authority	Penelec PS 2 Period: 4/17/25-5/15/25	\$ 468.97
Towanda Municipal Authority	Penelec PS 3 Period: 4/21/25-5/19/25	\$ 138.14
Towanda Municipal Authority	Penelec PS 4 Period: 4/19/25-5/14/25	\$ 181.90
Towanda Municipal Authority	Penelec PS 5 Period: 4/16/25-5/14/25	\$ 145.73
Towanda Municipal Authority	Penelec PS 6 Period: 4/18/25-5/18/25	\$ 75.96
Towanda Municipal Authority	Penelec PS 7 Period: 4/15/25-5/18/25	\$ 138.09
Towanda Municipal Authority	Penelec PS 8 Period: 4/21/25-5/19/25	\$ 121.91
Towanda Municipal Authority	Penelec PS 9 HT Period: 4/21/25-5/19/25	\$ 55.50
Towanda Water & Sewer	Sewer Flows - May 2025	\$11,263.29
Frontier	1 Line Service 6/21/25-7/20/25	\$ 64.00
Gannon Associates Insurance	Selective Comm Policy Package S1382702	\$ 3,009.00
Stiffler McGraw & Associates	Inv 165 5/28/25 01-0022 Retainer & PennDot Fac Review	\$ 1,127.50
Stiffler McGraw & Associates	Inv 3 6/17/25 25-6001 PS 5 Rehabilitation	\$ 254.25
Stiffler McGraw & Associates	Inv 7 6/17/25 24-6003 SR1029 Pond Hill Rd Utility Reloc	\$ 990.00
Stiffler McGraw & Associates	Inv 166 6/17/25 01-0022 Retainer & PennDot Fac Review	\$ 900.63
Penelec	PS 1 Period 5/12/25-6/10/25 Due 7/14/25	\$ 691.93
Penelec	PS 2 Period 5/16/25-6/16/25 Due 7/21/25	\$ 518.05
Penelec	PS 4 Period 5/15/25-6/15/25 Due 7/18/25	\$ 262.11
Penelec	PS 5 Period 5/15/25-6/15/25 Due 7/18/25	\$ 157.88
		\$37,069.51

WYSOX TOWNSHIP MUNICIPAL AUTHORITY

July 25th, 2025

	Fund 63 - Wysox Sewer Project - June 2025	
Bradford County Grant	Stiffler McGraw - Inv 13 5/21/25 23-6002 Smoke testing,	
	Lake Rd line, Flow Metering, Review Prev Work & Base Map	
		\$ 5,787.50

Wysox Water List of Bills	June 2025	
Towanda Municipal Authority	Contracted Service - May 2025	\$ 3,489.36
Towanda Municipal Authority	Penelec Vault 4/23/25-5/22/25	\$ 87.47
Towanda Municipal Authority	Penelec Tank 4/16-5/14/25	\$ 52.51
Towanda Municipal Authority	Penelec PS 4/16/25-5/14/25	\$ 704.65
Towanda Water & Sewer	Water Flows - May 2025	\$ 24,606.64
Pace Analytical	Invoice 2549F1129 Coliform Labs & Fees (\$63)	\$ 100.60
Stiffler McGraw & Associates	Inv 165 5/28/25 01-0022 Retainer & PennDot Fac Review	\$ 1,127.50
Stiffler McGraw & Associates	Inv 7 6/17/25 24-6003 SR1029 Pond Hill Rd Utility Reloc	\$ 990.00
Stiffler McGraw & Associates	Inv 166 6/17/25 01-0022 Retainer & PennDot Fac Review	\$ 900.62
Penelec	Lake Rd Tank Period 5/15/25-6/15/25 Due 7/3/25	\$ 54.09
Penelec	Lake Rd PS Period 5/15/25-6/15/25 Due 7/3/25	\$ 813.90
Wilmington Trust Principal & Interest	ACH	\$ 12,439.59
		\$ 45,366.93

Engineer:

Mr. Casanave was absent but left an email giving information for Engineers report this month:
(see below)

Highlights:

- I looked at the force main on the bridge again and discovered the deck drains are nowhere close to where the force main hangs. The drainage runs in the opposite direction from the force main and ends at a vertical drop pipe at 16 locations whose elevation is below where the force main hangs. The force main is also hung on the outside of the low chord of one of the bridge beams, while the drainage pipes are on the inside of these beams. As a result of this finding, I don't think I can conclude that perpetual soaking of the force main with the deck runoff occurs. I would like to talk to Fred Johnson about other historical repair locations and let that lead the direction of where we decide to test. None of the non-destructive testing firms have responded to me yet.
- The PennDOT New Maintenance Facility Project may be steering toward the Authority taking over their proposed waterline extension, based on some line resizing PennDOT has done (it is now a 10" line, started life as a 6" line) and on chlorine residual measurements at the existing dead end.

WYSOX TOWNSHIP MUNICIPAL AUTHORITY

July 25th, 2025

- The PennDOT Pond Hill Road project is supposed to start construction in January 2026. PennDOT asked for some changes to our plans and specs and costs. My new estimated cost is \$67,840 (up from \$54,416). WTMA's share in this scenario would be \$16,960.00. Previously it was \$13,500.
- TMA opened and awarded bids for the sewer plant headworks project. With a scope reduction of \$430,000, the project can be awarded to stay within the grant funding budget from PennVEST. Closing on the funding is August 29 and construction is likely to start in October with the construction of the new headworks building. Will take about a year to complete.

Sanitary Sewer Inflow Study – We made a site walk of the Lake Road line and determined that the manholes from Manholes 400 to 439 will need to be better exposed before we can get our camera equipment in there. We will schedule the Lake Road televising once those manholes are accessible.

Pump Station No. 4 Concerns – TMA staff have recently expressed concerns with the interior piping and pump slide rail deterioration becoming more apparent in the wet well in Pump Station No. 4. They have solicited quotations ranging from \$25,000 to \$44,000 to replace the slide rails, discharge piping, and fittings; however, the quotations are not on equal footing and need further review. No action is possible at this time, but the Board may need to authorize a repair to this pump station at its August meeting. This work is part of the Local Share Account Grant Application filed last fall; however, anything funds spent on this station before any grant funds would be received is not reimbursable.

Pond Hill Road Bridge Replacement – PennDOT reviewed our plans and specs and has asked for some changes. They plan to advertise for bids in October and award in December, with construction starting in January or February in order to get the work mostly complete – and the detour removed – before the Lake Wesauking 'busy season' in the Spring. The sewer work will occur likely in January or February weather permitting. PennDOT asked us to reformat our specifications and update our cost estimate to eliminate the paving (included in the bridge work) but to add items for traffic control and soil erosion and sedimentation (E&S) controls separately for our work. Our revised cost estimate for this is \$67,840.00 (from \$59,416.00), so WTMA's expected construction cost share would be 25% of this, or \$16,960.00. We will be submitting our General Permit for the Stream Crossing in the next week.

PennDOT New Maintenance Facility – PennDOT is now proposing a 10" diameter waterline extension with a meter pit at their property on Strickland Road. The line size upgrade is because of their concern that their fire service pumps cannot be served by an 8" line. The meter pit location is because there is no space within the existing easement on private property to put a large pit. We have indicated to them our concerns about chlorine degradation and water turnover in a line that large, and also the oddity of connecting a larger diameter line (10") to a smaller diameter line (8" existing).

WYSOX TOWNSHIP MUNICIPAL AUTHORITY

July 25th, 2025

TMA staff have collected chlorine residual measurements at the existing dead end, and we will ask PennDOT's consultant to use these to predict what kind of chlorine level they expect to see at their meter pit.

If the levels fall within acceptable range, it may be advisable for WTMA to consider taking over this line and treating it as a future extension up Craftmaster Road.

This was not initially WTMA's preference due to chlorine degradation issues, costs associated with the railroad crossing, and potential cost sharing should the line have had to be increased in size to accommodate future development. Initially this was proposed as a 6" line, then it became an 8" line, then it became a 10" line, all at PennDOT's cost.

If it can be demonstrated that chlorine residuals in this line are above acceptable levels with only PennDOT as a customer, we may advocate for turnover of the line to WTMA, with WTMA's consent, under at least the following conditions:

1. PennDOT remain responsible for paying the annual lease fee from the railroad for the railroad crossing.
2. PennDOT fund the costs of increasing the existing 600-foot section of 8" line up Craftmaster Road to 10" diameter.

Dunkin Donuts – As discussed at the June meeting, we have reached out to the EADS Group's Clarion office about their water and sewer capacity requests but have not received a response.

Veterans Bridge Force Main Investigation – We are yet to hear from specialty Non-Destructive Testing firms as to their level of interest. Also, subsequent to the last meeting, we performed a field walk across the bridge, and from below, in order to better photo-document visible areas, and to evaluate how close the drains on the bridge really are to the force main.

We discovered that the force main at all locations is not in any direct contact with drainage from the bridge deck. There are 16 drainage grates along the bridge and all of them flow away from the force main location, and drain through vertical drop pipes whose discharges are below the elevation of the force main itself.

It appears that repairs have been made at least at the expansion joints at either end, or at locations near those joints.

With regard to asbestos concerns for the visible areas of insulation used, if the visible areas of insulation (both old and new) can be confirmed to be fiberglass, then bulk asbestos testing is not usually performed. Testing is done only if the material composition cannot be ascertained, at which point it is assumed to contain asbestos out of an abundance of caution unless testing reveals otherwise.

TMA Wastewater Treatment Plant Headworks Improvements – Bids were opened on July 14 and were more favorable than the first series of bids that were received, although certain scope reductions are necessary in order to meet the grant funding budget. TMA elected to award the contracts at its July 21 meeting, with a view toward eliminating \$430,000 in value to bring the project cost to within the PennVEST grant funding limits. Financing Closing at this time is scheduled for August 29. Construction is expected to begin on constructing the new headworks building in October or November. Construction is expected to take nearly a year.

WYSOX TOWNSHIP MUNICIPAL AUTHORITY

July 25th, 2025

Mr. Henson Mentions the force main inspection and the strange report about sewer issues. Mr. Them stated we have pictures of the far end that has water coming down on top of it. Mr. Williams stated that the problem on the bridge that had been fixed goes back to when Chad was here. Mr. Henson stated he did not recall who presented the issue, but it stated the bridge trains were going on time. According to Eric's report, drainage runs in the opposite direction from the force main and ends at a vertical drop 16 locations to the elevation is below where the main force main ends. Mr. Henson stated that could not be any clearer. Mr. Them stated he was under the impression that it was draining on top of it, because it had washed away at on point. Mr. Henson stated it still needed inspection, but it is showing a different issue than we had expected. Mr. Isaacs suggested crossing the inspection off the list. Mr. Henson stated we still need to be concerned about the pipe. Mr. Henson stated he is glad Eric is on board for us.

Mr. Isaacs questions the new maintenance facility for PennDOT, noting that Eric's report suggests PennDOT wants the authority to own the lines. Mr. Jones clarified that's how they had approached it initially. Mr. Jones stated he did not know about discussions after that, but that was certainly what they initially wanted. Mr. Jones stated that Eric said, at least initially, that is not something he would recommend. Mr. Williams and Mr. Isaacs discuss the impracticality of a 10" line.

Mr. Isaacs questioned, because someone wants sewer and water are we required to service them? Mr. Jones stated that no you are not absolutely required. It would have to make sense for the Authority. There has to be certain requirements.

Solicitor:

Mr. Jones stated he sent copies of letters June 23rd for Sandra Bargainnier and Steven Sawyer. He wanted to be sure everyone had reviewed them. Mr. Jones also stated he sent a letter to Bradford Towne Center for all to review. Mr. Them asked if we needed to go into Executive Session. Mr. Jones stated yes, it was discussed that they were locating the grinder pump in the same area, and if that were the case, the authority was going to be replacing it. After there was further thoughts or review of this matter, after this thing gets in place because they need it for construction, there would be discussions, possibly about who was responsible for the cost of the pit. Stacy is now the contact person. Stacy emailed Sandy back to just saying there's a new superintendent, Chad Strickland, will now be coordinating the communication on it, so just to bring up the speed, so they're putting it back to the same spot, I think they're working through getting that built, as to anything associated cost wise.

Mr. Jones recommended that we have the engineer do some assessments on the costs associated with the grinder pumps and look at reasonable costs or assessments. Mr. Williams stated he would talk with Eric.

Mr. Jones discussed multiple attempts to contact responsible party for Bradford Towne Center. The board discussed the challenges of dealing with non-responsive parties and the need to start billing them for maintenance costs.

Executive Session:

Mr. Jones requested to go into executive session to discuss legal matters.

Mr. Williams stated executive session at 9:52 am.

Mr. Williams stated we are out of executive session at 10.27 am.

WYSOX TOWNSHIP MUNICIPAL AUTHORITY

July 25th, 2025

Other Business:

Mr. Them stated that he was asked to look into Ann Murphy and Jeanette May. He stated that the meter readings were normal the previous month for Ann Murphy. Mr. Them stated she had sent him a copy of the letter from her plumber who had installed the water softener. The letter stated that there is no way this could happen. Mr. Williams stated if it was a defective meter, it still should be defective. Mr. Williams stated that we have not granted anyone else dispensation. Mr. Isaacs made a motion to send letters of intent be sent to Mrs. Murphy and Mrs. May. Mr. Them seconded the motion. Motion was carried.

Superintendents Report:

Ms. Schoonover stated that Chad Strickland wanted her to bring up that he had met with Paul about Bradford Towne Center Pump Station is due for a cleaning. They would like approval for this. Approval was given and Bradford Towne Center will be billed.

Treasurers Report:

Mr. Them stated that you will see \$100,000.00 of Wilmington trust that should not be on there. Mr. Them stated he spoke with Stacy to get that moved back into an asset account. Mr. Them stated our budget is pretty close after the \$100,000.00

Other Matters:

Ms. Schoonover stated that Jeff and Ann Smith would be building a new place at the Lake. Ms. Schoonover just wanted to make sure that Wysox is on board with this. Ms. Schoonover stated she gave the Smiths all the specs. for water and sewer. Mr. Jones stated he would like to get with Eric to review the specs. and guidelines for people about grinder pump operations and maintenance agreements to be able to know who is responsible for what.

Adjournment:

As there was nothing further to discuss, a motion to adjourn was made at by Mr. Henson. Seconded by Mr. Isaac Meeting was adjourned at 10.57 am.

Respectfully Submitted,
Anita Gaspar
Towanda Borough

Towanda Municipal Authority

August 18th, 2025

The August meeting of the Towanda Municipal Authority was called to order by Mr. Walsh at 5:20 p.m.

PRESENT: Michael Walsh, Fred Johnson, Katrina Murray, Joseph Snell, Mark Christini, Eric West.

ABSENT: Robert Williams-WTMA Chairman; Carmen Venezia, Roger Hatch

OTHERS: Morgan Madden, Babst, Calland, Clements and Zomnir, P.C.; Chad Strickland-Superintendent; Stacy Schoonover, Borough Manager; Eric Casanave, Stiffler McGraw; Brian Shura Stiffler McGraw

Visitors:

None

Minutes:

The July 21, 2025 meeting minutes were approved as written with a motion made by Mr. Johnson seconded by Mr. Christini.

Bills:

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

Water System: No discussion

Sewer System:

Waste Tank Cleaning Bid:

Mr. Casanave stated that we received contracts and everything back from contractor. Mr. Casanave stated that there were a couple errors in their bond and their insurance that they need to correct. Mr. Casanave stated we would still go ahead and try to schedule a pre-construction conference for some time in September. Mr. Walsh questioned if we would be doing the valves ourselves. Mr. Strickland stated we got a bid to hire it out. Mr. Strickland explained the types of valves and the challenges with their maintenance.

Headworks:

Mr. Shura stated that the closing is still scheduled for the 29th. Mr. Shura stated some documents need to be reviewed yet. He stated contractors are going to be ready to go. Mr. Shura stated that we will probably have a pre-conference meeting in the first or second week of September.

Mr. Shura stated that we have Change orders in the contracts to reduce the cost of contracts by scope items for both electrical and the general contract. The first being for the General contract, replacing and removal of blowers with ATAD and a little bit of solid painting. Mr. Shura stated that the total negative change order would be for the GC that is \$114,765.00 for contract one. Mr. Shura stated for contract three we are eliminating the ATAD Generator and discussed leaving the conduit so that we could incorporate it easily later. That would be a decrease of \$340,000.00. Mr. Shura requested approval of the 2 Change orders.

Towanda Municipal Authority

August 18th, 2025

Resolutions:

Mr. Johnson made a motion to approve change order on contract 25-1. Mr. Christini seconded. All in favor.

Mr. Johnson made a motion to approve change order on contract 25-3. Mr. Christini seconded. All in favor.

An amendment was done on Resolution 2025-5 to change the resolution number to 2025-7. Mr. Johnson made a motion. Mr. Snell Seconded the motion.

Other business:

Ms. Schoonover brought up a discussion with the board pertaining to a property that has a four- unit home so it is has four meters., two of the meters had been removed because they had gutted the property. This property is now getting billed for two meters. Ms. Schoonover stated that she had asked customer if he had the property inspected to which the customer got upset.

Mr. Christini stated the issue is the rules are written such that you pay for the number of sewer connections in your building, has nothing to do with water meters. The rules Mr. Cristini is referring to is sewer ordinance 325, Section 3.06 multiple use properties A discussion ensued to which it was decided to look into the rules and regulations, and table this until another time., so that we can better direct Ms. Schoonover and Mr. Strickland on how to respond to these situations.

Adjournment

Mr. Johnson made a motion to adjourn. Meeting adjourned at 6:06 pm.

Respectfully Submitted,
Anita Gaspar
Recording Secretary

Towanda Municipal Authority

September 15th, 2025

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

PRESENT: Michael Walsh, Fred Johnson, Katrina Murray, Mark Christini, Carmen Venezia, Roger Hatch.

ABSENT: Eric West, Joseph Snell

OTHERS: Morgan Madden, Babst, Calland, Clements and Zomnir, P.C.; Chad Strickland-Superintendent; Stacy Schoonover, Borough Manager; Eric Casanave, Stiffler McGraw

Visitors: NONE

Minutes:

M. Christini requested a revision on other business, stating the rules he was referring to are sewer ordinance 3-2025, section 3.06, multiple use improved properties.

The August 15th, 2025 meeting minutes were approved as written with amended comment from M. Christini, with above a motion made by M. Christini seconded by K. Murray.

Bills:

The bills were approved on a motion made by F. Johnson and seconded by R. Hatch, motion approved.

Budget discussion:

R. Hatch and F. Johnson questioned the miscellaneous revenue from 39,000 in water operating. S. Schoonover explained that it was SRBC. S. Schoonover stated when we got the money for the meters it went in there and she transferred to the water cap. Mr. Walsh stated \$150,000.00 and then \$130,000.00 was taken out. R. Hatch stated we are over budget on engineering and consulting. Mr. Walsh stated we would be getting our money back.

SCADA Improvements:

C. Strickland stated that last week we lost resolution broadband for roughly 6 hours. It took until Friday midnight to catch up. C. Strickland said he is pushing for better communications to the 15 water remote sites because we cannot function without it. C. Strickland stated he would like to bring Mark in to help us in the sewer plant. He guarantees he can fix all our problems. C. Strickland stated they are looking at \$34,000.00 to update the water SCADA system and give us VPN. S. Schoonover stated that she had not budgeted for this amount. She recommended using the money out of the vehicle purchase as we have no interest in buying a vehicle right now. There is a budget of \$50,000.00 for that right now.

F. Johnson made a motion to approve that we proceed with SCADA improvement in the amount of \$35,000.00. C. Venezia seconded the motion.

Local Share Account Program

E. Casanave discussed the Local Share Account Program. E. Casanave stated it was very costly to gather the data and get a model that's working. E. Casanave stated since the last meeting, we approached the State to see if the costs of putting together one of these models, including data surveying, and including the report that would get you off the ground with looking at electronic simulation of how your system runs could be funded by the local share account or the Grant Program. E. Casanave stated that they fund engineering 100% if it's a planning study. If it's a construction project they only fund engineering at 10%. M. Walsh stated we're still in competition with everybody else in the state for this Grant. E. Casanave stated the hardest part is getting the system to behave the way the system actually behaves. Getting the data and getting it calibrated are the biggest headache. E. Casanave stated the application for Grant is due in by the end of November. E. Casanave stated that BCD holds true to their schedule we wouldn't expect to hear anything until December of next year. E. Casanave stated this would dovetail with the Diamond

Towanda Municipal Authority

September 15th, 2025

Maps.

F. Johnson made a motion to proceed with application for Local Share account program. M. Christini seconded the motion.

Sewer System:

C. Venezia asked about NPDES Permit Renewal. E. Casanave stated it was submitted in March. E. Casanave stated your permit expired August 31st but you are still on your existing permit. M. Walsh wanted to know how long this is good for. E. Casanave stated it is good for 5 yrs .

E. Casanave stated we need a vote for PennVest requisition one. F. Johnson made a motion to pay requisition number one. Seconded by C Venezia.

Waste Tank Cleaning Bid:

M Walsh stated he had signed for the cleaning project. E. Casanave stated we have a pre- construction conference for that on the 25th, that was arranged after the agenda was printed. E. Casanave stated they have 60 days to finish that job. R. Hatch questioned who we are using for a contractor. E. Casanave stated it was Level Solid Solutions out of Somerset

Headworks:

E. Casanave stated the pre-construction conference for Head Works project was held last week. E. Casanave stated it is expected to be done in a year's time. F. Johnson questioned when are they expected to begin? C. Strickland stated that they were bringing in their trailers before the end of the month and could possibly start by mid-October. E. Casanave stated the goal was to get the building built and all the excavation before winter sets in and everything above ground, get it under roof.

Other business:

F. Johnson questioned whether we had a Service Line Loan Project that is seen in the budget and should we advertise it. C. Strickland stated we did advertise for it originally and probably had 5 people take advantage of it. C. Strickland also stated if anyone has a leaky waterline or bad sewer line that he always recommends it. K. Murray asked what this was. C. Strickland explained that TMA will pay a contractor for services done and then they can repay over 60 months at a super low interest rate.

F. Johnson stated we should have a good sum of money so probably could use some summer interns to do some of the things that need done. F. Johnson stated maybe we could get an intern to come in and learn the plant, the wastewater system and when they graduate and we need help they might be interested.

F Johnson expressed some concern about the lack of representation from Monroeton Council. M Walsh stated he would draft a letter.

Adjournment

Mr. Johnson made a motion to adjourn. Meeting adjourned at 6:06 pm. R. Hatch seconded.

Respectfully Submitted,
Anita Gaspar
Recording Secretary

Towanda Municipal Authority

October 20th, 2025

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

PRESENT: Michael Walsh, Fred Johnson, Katrina Murray, Carmen Venezia, Roger Hatch.

ABSENT: Eric West; Stacy Schoonover, Borough Manager; Mark Christini

OTHERS: Morgan Madden, Babst, Calland, Clements and Zomnir, P.C. via phone conference; Chad Strickland-Superintendent; Eric Casanave, Stiffler McGraw; Brian Shura, Stiffler McGraw

Visitors: NONE

The Sept 15th, 2025 meeting minutes were approved as written, with a motion made by F. Johnson, seconded by J. Snell.

Bills:

The bills were approved with a motion made by C. Venezia and seconded by F. Johnson, motion approved.

Water System:

C. Strickland gave an update on water launch for SRBC. C. Strickland stated two years prior reported SRBC, we were at 41.16% water loss. C. Strickland stated that last year we did get it down to 34.41%. This year we will not have updates until the end of the year. C. Strickland stated with the research meters, between Leesway and Saw Mill Rd, we are losing 150 gallons a minute. We have narrowed down to a surge of 2.3 miles. We know that is where something begins. E. Casanave stated SRBC has a Grant. It's the same Grant that paid for your water meter replacements. E. Casanave stated there are some questions that would need to be clarified about the grant funding for labor and self-performance with SRBC.

Mr. Johnson questioned what specifically the grant was for. E. Casanave stated it was for construction projects to find lost water. E. Casanave stated it could be for that or say its somewhere between this point and that point and go after a grant for the whole thing. E. Casanave stated if you want to zero in on it to produce what you think the scope of the job is might be able to drop a manhole and put an extra quarter cork in and get an insertion meter somewhere between sawmill and not where it is going to get hit by plow trucks, out 220 somewhere. B. Shura stated they do have Grants for locating links.

E. Casanave stated he would like to find out what the programs require before pursuing.

C. Strickland offered an update on SCADA. The approved \$35,00.00 We are currently waiting for routers that are back ordered.

E. Casanave gave an update on Thomas PVR. E. Casanave stated we need a 10 foot by 20 foot hole. 9 foot deep. When we relocated the sewer line they ran into some loose material. E. Casanave stated the need to evaluate to see if there was anything there to stabilize the walls. E. Casanave stated we could apply for reimbursement under the grant and wouldn't have to spend it until June 2026. F. Johnson asked if we would still fall into budget. E. Casanave stated as far as he can tell.

Sewer System:

C. Strickland stated that F. Johnson has been digging into sewer regulations. F. Johnson discussed the need to update the authority act to reflect current municipalities.

F. Johnson made a motion to update sewer regulations 9.04. C. Venezia seconded the motion.

M. Walsh stated we need to have council update our authority act because we don't list Towanda Township or Monroeton Borough. M. Madden stated she could work with the Solicitor's. M. Walsh stated updating section would need to be requested from council.

Headworks:

B. Shura stated the primary service coming in is not where it was thought to be relocated. B. Shura stated that we have engaged with Penelec and already have a scheduled contractor installing conduit

Towanda Municipal Authority

October 20th, 2025

along the property line in the next couple days. F. Johnson inquired if there was additional cost. B. Shura stated there was a cost but it would be close to what we were already anticipating to install the conduit. B. Shura stated there would be a change order close to what we already anticipating.

Sanitary Sewer System:

F. Johnson made a motion to approve Lobar, Inc.'s Application for Payment No. 1 in the amount of **\$225,573.48** for Contract No. 2025-1. Seconded by R. Hatch.

C. Venezia made a motion to approve PennVEST Requisition No. 1 under Loan No. 71499 (Construction) in the amount of **\$225,573.48**. R. Hatch Seconded the motion.

F. Johnson made a motion to approve PennVEST Requisition No. 2 under Loan No. 77138 (Architecture/Engineering) in the amount of **\$23,181.25**. J. Snell seconded the motion.

Resolutions:

A vote was taken for Resolution No. 2025-08-HS57-Manhole Saw. Resolution was carried unanimously.

A vote was taken for Resolution No. 2025-09-Basis Inspection Camera Unit. Resolution was carried unanimously.

Other business:

F. Johnson wanted to know with all the personnel changes, is everything up to date. C. Strickland gave an update.

C. Strickland stated we have a customer who owns a carwash looking to see if the Borough would entertain the idea of placing a new sewer meter. C. Strickland recommended the customer wait a few months and see how his reclaim system works to see if it would benefit him and if it would be worth it

C. Strickland stated when speaking with T. Nagel, he wanted to reach out about the RWA. They are interested in seeing if TMA would entertain the idea of a two year intern, water or sewer operator. C. Strickland stated that he and S. Schoonover would need to look into the financial impact of this. F. Johnson stated he would like to trust to do something with a summer program with high school kids. M. Walsh recommended the same with the Mapping System. C. Strickland stated he would be get into to this further with S. Schoonover and report back.

Adjournment

K. Murray made a motion to adjourn. Meeting adjourned at 5:59 PM

Respectfully Submitted,
Anita Gaspar
Recording Secretary

Towanda Municipal Authority

November 17, 2025

The November meeting of the Towanda Municipal Authority was called to order by Mr. Walsh at 5:01 p.m.

PRESENT: Michael Walsh, Katrina Murray, Carmen Venezia, Roger Hatch, Joseph Snell

ABSENT: Fred Johnson; Mark Christini; Eric West

OTHERS: Morgan Madden, Babst, Calland, Clements and Zomnir, P.C. via phone conference; Eric Casanave, Stiffler McGraw; Stacy Schoonover, Borough Manager

Visitors: NONE

The November 17th, 2025 meeting minutes were approved as written, with a motion made by Mr. Snell, seconded by Mr. Hatch.

Bills:

The bills were approved with a motion made by Mr. Venezia and seconded by Mr. Snell, motion approved.

Water System:

M. Casanave discussed the Local Share Account Grant program application. Mr. Casanave stated because it is a planning study, they fund the engineering 100 percent. Mr. Casanave stated if they are going to give you grant money for it. We might as well see where it goes.

Mr. Walsh asked if we got the mapping software. Mr. Casanave stated that this has not really advanced. Mr. Casanave also stated that whatever you do for Diamond maps in terms of data collection you can put into this. Any mapping you do, it can be in GIS or Auto CAD format, it can go right into the computer software that manages this.

Mr. Venezia questioned if this was an all or nothing? Mr. Casanave stated that we see that a lot with Pa Small Water Sewer Programs more than we do with Local Share Programs. Mr. Casanave stated the opportunities are out there more frequently. Mr. Walsh wanted to know if we had to do any engineering up front. Mr. Casanave stated the beauty of it nothing happens unless the money comes in. You are not committing to it hoping to be reimbursed. This is an outright granting of money.

A role call vote to approve Resolution No. 2025-10 authorizing the application to the Local Share Account Grant Program for \$496,000.00 to fund the computer Hydraulic Model Planning Study of Authority System. Motion Approved unanimously.

Sewer System:

A motion to vote to Approve Lobar, Inc. Application for Payment No. 2 in the amount of \$14,130.00 for Contract No. 2025-1 (Headworks General Construction) was made by Mr. Hatch. Seconded by Mr. Venezia.

A motion to Vote to Approve Master Mechanical Corporation Application for Payment No. 1 in the amount of \$4,050.00 for Contract No. 2025-2 (Headworks Project HVAC) was made by Mr. Hatch. Seconded by Mr. Venezia.

A motion to Vote to Approve PennVEST Requisition No. 2 under Loan No. 71499 – Construction – in the amount of \$18,180.00 was made by Ms. Murray. Seconded by Mr. Venezia

A motion to Vote to Approve PennVEST Requisition No. 3 under Loan No. 77139 – Architecture/Engineering – in the amount of \$33,729.50 was made by Mr. Snell. Seconded by Mr. Hatch.

Tank Cleaning Project:

E. Casanave stated they had run into more tonnage than anticipated. Mobile Solid Solutions have already hit their contract quantity with in the first 2 tanks without touching the other 4 tanks. Mr. Casanave stated Mobile Solid Solutions contacted us and asked him what we wanted them to do. Mr. Casanave stated as a process thing that it's kind of bad to stop things in the middle, especially in a clean

Towanda Municipal Authority

November 17, 2025

out project. Mr. Casanave stated he had Chad and Stacy get on the line to see where we need to go with this. Mr. Casanave stated that it looks like what they have pulled out and what is left to do is going to be on the order of another \$100,000.00. MSS is not contractually obligated to do this, but Mobile Solids Solutions offered to drop their unit price per ton. The bid price initially was \$9,000.00 per ton. They have now dropped their price to \$2,600 a ton since they are already there. Mr. Casanave stated that was a huge discount. Mr. Walsh stated that it had been a long time since it has been cleaned out. Mr. Strickland stated it has been since 2015, to his knowledge. Mr. Strickland stated the good news is the headers are fine.

Mr. Hatch wanted to know what the construction/material was. Mr. Strickland stated it was fiberglass. He stated this is a good thing.

Mr. Casanave advised to finish it out and get those clean stop off points for your 2 worst tanks then, let the dust settle.

Mr. Hatch questioned what we have that we can pull funds from? Ms. Schoonover replied that we will pull it from the capital sewer cap.

The board had further discussion on the tank cleaning project and decided to proceed and keep going.

Other business:

The Board reviewed the meeting schedule for the year 2026.

Budget:

Mr. Walsh stated that looking through the spread sheet, other than the insurance and the electric bill, everything seemed right on target. Ms. Schoonover stated that the electric and insurance may go down once we get the tanks cleaned. They are doing all they can to keep it down.

Ms. Schoonover stated she has gone over the budget and over all she did not see an increase. Ms.

Schoonover stated that we will add money to leak protection and the SCADA. Ms. Schoonover stated over all, we are sitting pretty good.

Adjournment

Ms. Murray made a motion to adjourn. Seconded by Mr. Snell. Meeting adjourned at 5:59 p.m.

Respectfully Submitted,
Anita Gaspar
Recording Secretary

Towanda Municipal Authority

December 15, 2025

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

PRESENT: Michael Walsh, Katrina Murray, Carmen Venezia, Roger Hatch, Joseph Snell, Mark Christini, Fred Johnson,

ABSENT: Eric West

OTHERS: Morgan Madden, Babst, Calland, Clements and Zomnir, P.C. via phone conference; Eric Casanave, Stiffler McGraw; Stacy Schoonover, Borough Manager; Chad Strickland, Superintendent; Brian Shura, Stiffler McGraw

Visitors: NONE

The December 15th, 2025 meeting minutes were approved as written, with a motion made by Mr. Johnson, seconded by Mr. Snell.

Bills:

The bills were approved with a motion made by Mr. Venezia and seconded by Mr. Johnson, motion approved.

Water System:

Mr. Strickland stated that we have a leak and we know it's a big leak in 2.3 miles. Mr. Strickland stated we finally found it. Mr. Strickland presented photos of the leak in a storm pipe. Mr. Strickland stated upstream of the pipe there is nothing. Downstream, that is completely Eilenberger water. Mr. Strickland stated that is 180 gallons per minute. We are currently only producing 240 so approximately 3/4 of it is dumping into the creek right now. Mr. Strickland stated that it's 12 feet deep underneath the pipe, Mr. Strickland stated he didn't believe this could be done in house. Mr. Strickland stated that the main is in the middle of 220 in the southbound lane but towards the yellow line. Mr. Johnson asked if it was pinpointed. Mr. Strickland stated that we have not because it is too deep and not enough pressure.

Mr. Strickland stated that we are trying to find leaks everywhere. We have currently found 3. They have all been service lines.

Mr. Strickland stated when we commissioned a plant back in 2021, our SCADA integrator at the time, Larry Lehman was trying to work through the bugs of communication. A majority of our water comes from Robert's, but the lag in communication from Pall water filters is so long that the plant over pressurizes. Once it over pressurizes you need to go in and hit a button manually to relieve the pressure. Mr. Strickland stated he has the SCADA guys looking into it, but it's been a problem since day one.

Mr. Casanave stated what Chad is telling is some of the limitations and the communication between the plant and Roberts. By the time the plant gets a signal to change the flows at Robert's there's a couple minute lag before it over pressurizes and then shuts down. They found a spot, flow wise that works until there is a little bit better communication.

Mr. Johnson asked how we could correct this quickly.

Mr. Strickland stated the first step having the SCADA guy see what they can do with AT&T communications to be able to speed that up. Next plan of action, I have frontier to get fiber to Robert's.

Mr. Casanave suggested to move the water line out from under Route 220. The plan involves relocating the line under the creek and then back up to the existing line.

Mr. Johnson asked what are we going to do? Mr. Strickland stated he and Mr. Casanave would go out and measure it. It may be only 300 feet instead of 500 feet. In any case it is not going to be a cheap project. Mr. Johnson stated it is right in PennDot's lane. Mr. Johnson stated he thought this needed to be done quickly. It is an emergency.

Mr. Walsh asked if we could get a proposal. Mr. Walsh stated it will be a tough time of year to get this done. Mr. Walsh stated we should move forward with getting the proposals. Mr. Walsh questioned whether there were anymore surprises. Mr. Strickland stated this is the one we have been looking for that I have been concerned about. We have located it but it's just in a very bad location.

Towanda Municipal Authority

December 15, 2025

Mr. Casanave discussed PennDot District 3-0 Blanket agreement. Mr. Casanave what PennDot does from time to time is renew a road, they have a paving project. It is going to require raising and re-leveling a couple of your sewer manholes. Mr. Casanave stated the he thinks they are starting right now. Mr. Casanave stated they ask the authority to have its engineer prepare a specification and get involved and look at the plan to make sure everything. Before they give us online access to their plans, they need the authority to authorize us to do that. They have a project going on right now they want to do in 2027. Mr. Casanave proposed a blanket agreement stating that if PennDot needs any engineering on behalf of the authority, that we as your retained as you engineer, can just do it. Mr. Casanave stated what he has done is not really any different from our retainer agreement, but it specifically mentions working on PennDot jobs, that way when Penndot sees that they know they don't have to have you adopt a resolution, get approval, and then have approved by Harrisburg and wait 4 months just so we can log in.

Mr. Hatch made a motion to approve the PennDot District 3-0 Blanket Agreement. Mr. Venezia seconded.

Sewer System:

Mr. Shura discussed the Lobar Inc. Payment application No. 3 for Contract No 2025-1 in the amount of \$152,029.58. and Master Mechanical Corporation Payment Application No. 2 for Contract No. 2025-2 in the amount of \$180.00.

Mr. Johnson made a motion to approve payments. Seconded by Mr. Venezia.

Mr. Shura discussed PennVEST Requisition No. 4 under Loan No. 77139 (Engineering) in the amount of \$11,130.75 and PennVEST Requisition No. 3 under Loan No. 71499 (Construction) in the amount of \$152,209.58.

Mr. Johnson made a motion to approve requisition no. 4 and No. 3. Mr. Venezia Seconded.

Mr. Shura discussed the Change order: Contract 2025-3, Change order 2: \$34,288.55. This change order was for the relocation of existing electrical service to the WWTP, installation of conduit the majority of the distance to the future ATAD generator location, and field work to confirm an existing unknown ductbank was not in service prior to excavation.

Mr. Venezia made a motion to approve the Change order. Mr. Hatch seconded.

Mr. Casanave discussed Mobile Solids Solutions Payment Application No. 1 in the amount of \$134,092.80 for Contract No. 2025-4, for the Wastewater Treatment Plant Tank Cleaning and Approve Mobile Solids Solutions Payment Application No. 2 in the amount of \$76,143.60 for Contract No. 2025-4, for the Wastewater Treatment Plant Tank Cleaning.

Mr. Snell made a motion to approve Mobile Solid Solutions Payments. Mr. Christini seconded.

Other business:

Engineering Services Agreement-2026 was reviewed.

Mr. Johnson made a motion to enter into the 2026 agreement with Stiffler McGraw. Mr. Christini seconded.

TMA ordinances/ agreement:

Mr. Walsh stated that he met with Mr. Johnson and Ms. Madden and they went over TMA ordinance agreements. Mr. Walsh stated that they added Monroeton Boro to the original ordinance. Mr. Walsh also stated that they had also discussed adding, and moving water and sewer regulations out of the rural code and replacing it with TMA Rules and Regulations. Mr. Walsh stated the only other thing that he asked is that we have a separation agreement. The other thing is how do we distribute the costs.

Ms. Madden stated one point of clarification, we have a separation agreement So to the extent that that agreement doesn't adequately or accurately reflect what the cost sharing looks like, what the liability sharing looks like, etc, will create a new management agreement that does reflect those things for both parties to agree to, and then hopefully the Borough Council will agree to update their ordinance to incorporate those agreements by reference.

Towanda Municipal Authority

December 15, 2025

Mr. Christini stated one other detail is the number of members needs to be clarified, because for the four municipalities, it still says six. Mr. Walsh stated that this would be up to the council.

Susquehanna River Basin Commission-Consumptive Use Grants:

Mr. Casanave stated that Mr. Nagle, Mr. Vogel and Mr. Casanave attended a webinar offered by Susquehanna River Basin Commission had offered, which at its core is money that SRBC allocates toward reducing lost water and efficiently using the water you do have. Mr. Casanave stated a couple of years ago we had got one of these grants to m replace our water meters. Mr. Casanave stated we could do some kind of monitoring plan for Eilenberger that would include replacing our air release valves, all 23 of them a couple leak monitoring stations like we have in Leesway, Sawmill Rd and Paradise. This may give you a better idea where some of the problems are positioned in future grants if you had this in place Mr. Casanave stated they do not make their decisions until later next year. Mr. Casanave stated the application deadline is January 30th. It will not be announced until June or July. Mr. Casanave stated he would have more information for next month.

Budget:

Ms. Schoonover suggested we raise the bulk water rate. Ms. Schoonover stated the rate has not been changed since 2014. Mr. Strickland stated the closest person selling bulk water was Canton and they are at \$12.00 but looking to raise it to \$14.00. Ms. Schoonover stated the other increase she was looking at was Sludge. There were some issues so we shut down a lot of trucks from bringing in sludge. Ms. Schoonover stated that she did a 3-year average. Right now, we are at .07 cents. She would like to increase this. The Board decided to increase Sludge to .08 cents and increase Muffin Monster to .09 cents.

Ms. Schoonover stated with us raising the other 2 items, she didn't believe we needed to raise rates to affect customers.

Mr. Christini made a motion to accept Ms. Schoonover's rate changes for sludge and Muffin Monster and to keep other rates the same Mr. Johnson seconded.

Mr. Walsh stated everything looks right on budget other than high engineering costs, and we should be able to back those out.

Mr. Johnson had questions about the financials and discussed them with the Board

Adjournment

Ms. Murray made a motion to adjourn. Seconded by Mr. Snell. Meeting adjourned at 5:59 p.m.

Respectfully Submitted,
Anita Gaspar
Recording Secretary

Towanda Municipal Authority

December 15, 2025

Amended 1-19-2026

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

PRESENT: Michael Walsh, Katrina Murray, Carmen Venezia, Roger Hatch, Joseph Snell, Mark Christini, Fred Johnson,

ABSENT: Eric West

OTHERS: Morgan Madden, Babst, Calland, Clements and Zomnir, P.C. via phone conference; Eric Casanave, Stiffler McGraw; Stacy Schoonover, Borough Manager; Chad Strickland, Superintendent; Brian Shura, Stiffler McGraw

Visitors: NONE

The December 15th, 2025 meeting minutes were approved as written, with a motion made by Mr. Johnson, seconded by Mr. Snell.

Bills:

The bills were approved with a motion made by Mr. Venezia and seconded by Mr. Johnson, motion approved.

Water System:

Mr. Strickland stated that we have a leak and we know it's a big leak in 2.3 miles. Mr. Strickland stated we finally found it. Mr. Strickland presented photos of the leak in a storm pipe. Mr. Strickland stated upstream of the pipe there is nothing. Downstream, that is completely Eilenberger water. Mr. Strickland stated that is 180 gallons per minute. We are currently only producing 240 so approximately 3/4 of it is dumping into the creek right now. Mr. Strickland stated that it's 12 feet deep underneath the pipe, Mr. Strickland stated he didn't believe this could be done in house. Mr. Strickland stated that the main is in the middle of 220 in the southbound lane but towards the yellow line. Mr. Johnson asked if it was pinpointed. Mr. Strickland stated that we have not because it is too deep and not enough pressure.

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Mr. Walsh asked if we could get a proposal. Mr. Walsh stated it will be a tough time of year to get this done. Mr. Walsh stated we should move forward with getting the proposals. Mr. Walsh questioned whether there were anymore surprises. Mr. Strickland stated this is the one we have been looking for that I have been concerned about. We have located it but it's just in a very bad location.

Towanda Municipal Authority

December 15, 2025

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Mr. Hatch made a motion to approve the PennDot District 3-0 Blanket Agreement. Mr. Venezia seconded.

Sewer System:

Mr. Shura discussed the Lobar Inc. Payment application No. 3 for Contract No 2025-1 in the amount of \$152,029.58. and Master Mechanical Corporation Payment Application No. 2 for Contract No. 2025-2 in the amount of \$180.00.

Mr. Johnson made a motion to approve payments. Seconded by Mr. Venezia.

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Mr. Venezia made a motion to approve the Change order. Mr. Hatch seconded.

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Mr. Snell made a motion to approve Mobile Solid Solutions Payments. Mr. Christini seconded.

Other business:

Engineering Services Agreement-2026 was reviewed.

Mr. Johnson made a motion to enter into the 2026 agreement with Stiffler McGraw. Mr. Christini seconded.

TMA ordinances/ agreement:

Mr. Walsh stated that he met with Mr. Johnson and Ms. Madden and they went over TMA ordinance agreements. Mr. Walsh stated that they added Monroeton Boro and Towanda Township to the original ordinance. Mr. Walsh also stated that they had also discussed adding, and moving water and sewer regulations out of the Borough code and replacing it with TMA Rules and Regulations. Mr. Walsh stated the only other thing that he asked is that we have a separation agreement. The other thing is how do we distribute the costs.

Ms. Madden stated one point of clarification, we have a separation agreement So to the extent that that agreement doesn't adequately or accurately reflect what the cost sharing looks like, what the liability sharing looks like, etc, will create a new management agreement that does reflect those things for both parties to agree to, and then hopefully the Borough Council will agree to update their ordinance to

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incorporate those agreements by reference.

Mr. Christini stated one other detail is the number of members needs to be clarified, because for the four municipalities, it still says six. Mr. Walsh stated that this would be up to the council.

Susquehanna River Basin Commission-Consumptive Use Grants:

Mr. Casanave stated that Mr. Nagle, Mr. Vogel and Mr. Casanave attended a webinar offered by Susquehanna River Basin Commission had offered, which at its core is money that SRBC allocates toward reducing lost water and efficiently using the water you do have. Mr. Casanave stated a couple of years ago we had got one of these grants to m replace our water meters. Mr. Casanave stated we could do some kind of monitoring plan for Eilenberger that would include replacing our air release valves, all 23 of them a couple leak monitoring stations like we have in Leesway, Sawmill Rd and Paradise. This may give you a better idea where some of the problems are positioned in future grants if you had this in place Mr. Casanave stated they do not make their decisions until later next year. Mr. Casanave stated the application deadline is January 30th. It will not be announced until June or July. Mr. Casanave stated he would have more information for next month.

Budget:

Ms. Schoonover suggested we raise the bulk water rate. Ms. Schoonover stated the rate has not been changed since 2014. Mr. Strickland stated the closest person selling bulk water was Canton and they are at \$12.00 but looking to raise it to \$14.00. Ms. Schoonover stated the other increase she was looking at was Sludge. There were some issues so we shut down a lot of trucks from bringing in sludge. Ms. Schoonover stated that she did a 3-year average. Right now, we are at .07 cents. She would like to increase this. The Board decided to increase Sludge to .08 cents and increase Muffin Monster to .09 cents.

Ms. Schoonover stated with us raising the other 2 items, she didn't believe we needed to raise rates to affect customers.

Mr. Christini made a motion to accept Ms. Schoonover's rate changes for sludge and Muffin Monster and to keep other rates the same Mr. Johnson seconded.

Mr. Walsh stated everything looks right on budget other than high engineering costs, and we should be able to back those out.

Mr. Johnson had questions about the financials and discussed them with the Board

Adjournment

Ms. Murray made a motion to adjourn. Seconded by Mr. Snell. Meeting adjourned at 5:59 p.m.

Respectfully Submitted,
Anita Gaspar
Recording Secretary