

WYSOX TOWNSHIP MUNICIPAL AUTHORITY

January 15, 2026

PRESENT: Thomas Henson-Vice Chairman, Robert Williams-Chairman, Tina Pickett-Board Member

ABSENT: William Them – Secretary/Treasurer, James Isaac-Board Member,

OTHERS: Chris Jones – Solicitor, Chad Strickland-Superintendent.

VISITORS: None

Minutes:

Mr. Henson made a motion to amend the minutes as the word water was left out on Engineers report. The minutes from the meeting held on December 19th, 2025 were approved as written by a motion made by Mr. Henson, and seconded by Ms. Pickett, motion approved.

Bills:

Mr. Henson made a motion to approve the following bills for January 2026, Ms. Pickett seconded, motion carried.

Wysox Sewer List of Bills	January 2026	
Towanda Municipal Authority	BNY Mellon - January 2026 Principal & Interest	\$ 4,033.72
Towanda Municipal Authority	Administration Agreement - January 2026	\$ 2,103.67
Towanda Municipal Authority	M&T Principal & Interest - January 2026	\$ 4,988.45
Towanda Municipal Authority	Contracted Service - December 2025	\$ 2,741.98
Towanda Municipal Authority	Frontier Communications Svc 12/21/25-1/20/26 Due 1/14/26	\$ 63.51
Towanda Municipal Authority	LB Water Inv 3997673 2-5"x4" couplings - grinder pump supplies	\$ 73.00
Towanda Municipal Authority	LB Water Inv 4001489 4-24" Sewer manhole covers	\$ 735.20
Towanda Municipal Authority	Penelec PS 3 Period: 11/20/25-12/18/25 Due 1/22/26	\$ 181.94
Towanda Municipal Authority	Penelec PS 6 Period: 11/10/25-12/17/25 Due 1/21/26	\$ 5.10
Towanda Municipal Authority	Penelec PS 7 Period: 11/19/25-12/17/25 Due 1/21/26	\$ 100.86
Towanda Municipal Authority	Penelec PS 8 Period: 11/20/25-12/18/25 Due 1/22/26	\$ 172.31
Towanda Municipal Authority	Penelec PS 9HT Period: 11/20/25-12/18/25 Due 1/22/26	\$ 745.91
Towanda Municipal Authority	Envirep Inv ENV00875 - Service call PS1, Check valve replaced	\$ 1,434.76
Towanda Water & Sewer	Sewer Flows - December 2025	\$ 17,153.47
HallockShannon, P.C.	Assurance Services - Audit	\$ 2,250.00
Philadelphia Business Forms Co	Inv 12071 - Sewer fund bank checks	\$ 501.24
Stiffler McGraw & Associates	Inv 172 12/18/25 PennDot New Maint Facility	\$ 680.62
The Daily Review	Inv 1225541132 - Legal Notice 2026 Meeting Dates	\$ 45.71
Penelec	PS 1 Period: 12/11/25-1/11/26 Due 2/13/26	\$ 763.16
Selective Insurance	Policy FLD1402911 Flood Ins Pump Sta 5 Rt 6/Pipher Rd	\$ 1,090.00
		\$ 39,864.61

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Wysox Water List of Bills	January 2026	
Towanda Municipal Authority	Contracted Service - December 2025	\$ 782.86
Towanda Municipal Authority	LB Water Inv 3999091 1-2" Meter head for stock	\$ 1,221.00
Towanda Municipal Authority	Penelec Lake Rd Vault Period 11/24/25-12/21/25 Due 1/13/26	\$ 142.39
Towanda Water & Sewer	Water Flows - December 2025	\$ 19,764.84
HallockShannon, P.C.	Assurance Services - Audit	\$ 2,250.00
Pace Analytical Service	Inv 2649A1098 Total Cliform analysis & fees	\$ 105.00
Stiffler McGraw & Associates	Inv 172 12/18/25 PennDot New Maint Facility	\$ 680.63
The Daily Review	Inv 1225541132 - Legal Notice 2026 Meeting Dates	\$ 45.71
		\$ 24,992.43
Wilmington Trust Principal & Interest	ACH	\$ 12,722.92
		\$ 37,715.35

Engineer:

Mr. Casanave was absent. An email was submitted regarding bid price for sewer relocation. No action needs to be taken at this time.

Solicitor

Mr. Jones stated he has a letter for Mr. Munkittrick to be served by the Constable. The letter states that the Authority had sent a letter back on September 24, 2025 requesting a formal inspection of his water system, which was unclaimed. Mr. Munkittrick will have 30 days to contact us upon receiving the letter by Constable.

Mr. Jones stated he had got some information on the Bradford Towne Center from Mr. Strickland. Mr. Jones stated he would be following up with a letter with them. Mr. Strickland stated The Bradford Towne Center is having an issue with one of their pumps. Mr. Strickland stated we cannot do this. Mr. Strickland is getting quotes for them.

Superintendents Report:

Mr. Jones brought up delinquent account with Ms. Space. Mr. Strickland discussed Ms. Space's delinquent account. Mr. Strickland stated that we have set up payment plans for her that she would need to sign and when he tries to deliver it to her, no one is there. Mr. Jones stated that we should formulate a letter and add to be served by the Constable and hopefully get some positive action.

There was a brief discussion on delinquent accounts.

WYSOX TOWNSHIP MUNICIPAL AUTHORITY

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Treasurers Report:

Mr. Them was absent.

Other Matters:

Mr. Jones stated the only other thing he could think of that should be discussed is the rates.

Ms. Henson made a motion to leave the officers as they are. Ms. Pickett seconded the motion.

Adjournment:

Motion was made to adjourn the meeting by Mr. Henson at 9:58 am. Ms. Pickett seconded the motion.

Respectfully Submitted,
Anita Gaspar
Towanda Borough

WYSOX TOWNSHIP MUNICIPAL AUTHORITY

February 19th, 2026

PRESENT: William Them-Secretary/ Treasurer -Vice Chairman, Robert Williams-Chairman, Tina Pickett-Board Member

ABSENT: Mr. Henson

OTHERS: Chris Jones – Solicitor, Chad Strickland-Superintendent, Eric Casanave- Stiffler-McGraw

VISITORS: None

Minutes:

Mr. Isaac made a motion to approve the minutes from January 15, 2026. Ms. Pickett seconded the motion.

Bills:

Ms. Pickett made a motion to approve the following bills for February 2026, Mr. Isaac seconded the motion.

Wysox Sewer List of Bills	February 2026	
Towanda Municipal Authority	BNY Mellon - February 2026 Principal & Interest	\$ 4,033.72
Towanda Municipal Authority	Administration Agreement - February 2026	\$ 2,103.67
Towanda Municipal Authority	M&T Principal & Interest - February 2026	\$ 4,988.45
Towanda Municipal Authority	Contracted Service - Maint of Mains & Svcs-Labor & Equip-Jan 2026	\$ 301.64
Towanda Municipal Authority	Contracted Service - Daily Inspections & Maint-Labor & Eq - Jan 2026	\$ 3,653.42
Towanda Municipal Authority	Grainger Inv 9762095090 6-Float switches. Res grinder pump stock	\$ 535.38
Towanda Municipal Authority	LB Water Inv 4007075 Field Logic Read Support 11/14/25-11/13/26	\$ 1,174.75
Towanda Municipal Authority	OmniSite Inv 104850 1-yr alarm svc 7 pump stations	\$ 2,205.00
Frontier Communications	Alarm - Service 1/21/26-2/20/26 Due 2/17/26	\$ 63.45
Gannon Associates Insurance	Inv 21206 26-27 Blanket Employee Dishonesty Bond Policy Renewal	\$ 130.50
Horton Electric Motor Service Inc	Invoice 39198A Rebuild 2 HP Pump Station 6 pump	\$ 1,630.00
Penelec	PS 1 Period 1/12/26 - 2/9/26 Due 3/16/25	\$ 621.83
Penelec	PS 2 Period 12/16/25 - 2/15/26 Due 3/26/26 (No bill in January)	\$ 1,774.86
Penelec	PS 3 Period 12/19/25 - 1/19/26 Due 2/23/26 (Not yet billed for Feb)	\$ 203.90
Penelec	PS 4 Period 12/15/25 - 2/12/26 Due 3/15/26 (No bill in January)	\$ 205.56
Penelec	PS 5 Period 12/15/25 - 2/12/26 Due 3/19/26 (No bill in January)	\$ 402.13
Penelec	PS 6 Period 12/19/25 - 1/18/26 Due 2/23/26 (Not yet billed for Feb)	\$ 53.93
Penelec	PS 7 Period 12/18/25 - 1/18/26 Due 2/23/26 (Not yet billed for Feb)	\$ 680.62
Penelec	PS 8 Period 12/19/25 - 1/19/26 Due 2/23/26 (Not yet billed for Feb)	\$ 191.63
Penelec	PS 9 HT Period 12/19/25 - 1/19/26 Due 2/23/26 (Not yet billed for Feb)	\$ 891.35
Stiffler McGraw & Associates Inc	Invoice 173 1/20/2026 Retainer - Meetings & PennDot facility review	\$ 838.75

WYSOX TOWNSHIP MUNICIPAL AUTHORITY

February 19th, 2026

Stiffler McGraw & Associates Inc	Invoice 10 1/20/26 Proj 25-6001 Pump Station #5 Rehabilitation	\$ 6,787.25
Stiffler McGraw & Associates Inc	Invoice 11 2/10/26 Proj 25-6001 Pump Station #5 Rehabilitation	\$ 1,313.50
Stiffler McGraw & Associates Inc	Invoice 12 2/10/26 Proj 24-6003 SR1029 Pond Hill Utility Relocations	\$ 106.25
Stiffler McGraw & Associates Inc	Invoice 174 2/10/26 Retainer - Op Assist, PennDot Rt6/187 & Maint Fac	\$ 722.50
The Daily Review	Invoice #82148988 - Advertisement of 2024 Audit Report	\$ 192.95
		\$ 35,806.99

Wysox Water List of Bills	February 2026	
Towanda Municipal Authority	Contracted Service - January 2026	\$ 3,369.92
Towanda Municipal Authority	AT&T Scada Inv 1/6/26 Svc 1/7-2/6/26 Due 2/1/26	\$ 92.10
Towanda Municipal Authority	LB Water Inv 4007075 Field Logic Read Support 11/14/25-11/13/26	\$ 1,174.75
AT&T	Scada Inv 2/6/26 Svc 2/7-3/6/26 Due 3/1/26	\$ 97.68
Gannon Associates Insurance	Inv 21206 26-27 Blanket Employee Dishonesty Bond Policy Renewal	\$ 130.50
LB Water	Inv 4009580 2-C2 Omni meters (Tractor Supply & Fairfield Inn)	\$ 2,994.00
Pace Analytical Service	Inv 2649B0719 Total Cliform analysis & fees	\$ 105.00
Penelec	Vault - Period 12/22/25-1/21/26 Due 2/16/26 (Not yet billed for Feb)	\$ 161.50
Penelec	Lake Rd PS Period 12/15/25-2/12/26 Due 3/4/26 (No bill in January)	\$ 2,029.56
Stiffler McGraw & Associates Inc	Invoice 173 1/20/2026 Retainer - Meetings & PennDot facility review	\$ 838.75
Stiffler McGraw & Associates Inc	Invoice 12 2/10/26 Proj 24-6003 SR1029 Pond Hill Utility Relocations	\$ 106.25
Stiffler McGraw & Associates Inc	Invoice 174 2/10/26 Retainer - Op Assist, PennDot Rt6/187 & Maint Fac	\$ 722.50
The Daily Review	Invoice #82148988 - Advertisement of 2024 Audit Report	\$ 192.94
		\$ 12,015.45
Wilmington Trust Principal & Interest	ACH - Due date 3/1/26	\$ 12,722.92
		\$ 24,738.37

Engineer:

Mr. Casanave requested a vote to authorize Chairman Williams to sign Penn DOT form M950-AA.

WYSOX TOWNSHIP MUNICIPAL AUTHORITY

February 19th, 2026

Ms. Picket made a motion to approve to authorize Chairman Williams to sign Penn DOT form M950-AA, authorizing Stiffler, McGraw to apply for a Highway Occupancy Permit for connection of pump station NO. 5 sewer line on PennDOT right-of-way. Mr. Isaac seconded the motion.

Mr. Casanave discussed with the Board the Penn DOT blanket authorization agreement for engineering. Mr. Casanave stated that sometimes the engineer cannot access the information as they need an individual authorization from the authorities. Mr. Casanave stated that it gets frustrating. Mr. Casanave stated that this Penn DOT blanket authorization agreement would allow the designated engineer to look at files available on their website far sooner than they can now. Mr. Casanave stated the engineer would still need to be authorized. Mr. Casanave stated this would strictly give access to Penn Dot's online platform.

Mr. Them made a motion to approve PennDOT blanket authorization agreement for engineering. Mr. Isaac seconded the motion.

Mr. Casanave updated the Pond Hill Road Project. Mr. Casanave stated the Contractor expects to start late next week or the beginning of March on relocating 200 feet of sewer line. Their cost on that was \$34,000.00, which means your share is \$8,700.00. Mr. Williams stated that it was considerably less than anticipated.

Mr. Casanave updated on Penn DOT new maintenance facility. Mr. Casanave stated he was working on a final comment letter. Mr. Casanave stated that Penn DOT had a request on their sewage plan for an operation and maintenance agreement that WTMA and the Township and DGS needed to sign over the private lateral that has made its way to DGS legal. They said they are working on it.

Mr. Casanave discussed the Route 6 and 187 Intersection Project. Mr. Casanave stated he received several emails identifying 51 locations where you could have conflict with either water or sewer. Mr. Casanave stated he would need to review this more to be able to understand what the concerns were.

Solicitor

Mr. Jones stated he had some resolutions dealing with updated rates and fees. The Board had a discussion on the updated rates and attorney fees for collections, which has not been updated since 2016. Mr. Jones discussed the process if there is a Sheriff's sale, who would get payments owed first.

Mr. Them made a motion to approve Resolution 01-2026. A resolution of the Wysox Township Municipal Authority, Bradford County, Pennsylvania, Adopting a schedule of Attorney's fees in connection with the collection of Delinquent Water and Sewage Accounts pursuant to 53 P.S. 7106. Mr. Isaac seconded the motion.

Superintendents Report:

WYSOX TOWNSHIP MUNICIPAL AUTHORITY

February 19th, 2026

Mr. Strickland stated he has been busy with headworks. Mr. Strickland stated we were getting a lot of wipes at pump station 4. Mr. Strickland stated the we are going to take a reminder letter to the door of about 30 customers.

Mr. Jones stated he would like to thank Mr. Strickland and TMA. Mr. Jones stated he had a water line break and they were right there. Mr. Strickland stated we have been very busy recently and he gives 100% credit to the water crew.

Treasurers Report:

Mr. Them presented the budget worksheet for 2026. Mr. Them discussed the changes in interest rates, water and sewer sales, and other expenses.

The Board had a discussion on raising the rates.

Mr. Them proposed to amend the following:

Mr. Them proposed to raise the water rate from \$15.24 per 1,000 gallons to \$16.74 per 1,000 gallons

Mr. Them proposed to raise the sewer rate from \$15.81 per 1000 gallons to \$17.31 per 1,000 gallons.

Mr. Them proposed to raise the Sewer Flat rate from \$63.24 per Edu/month to \$64.74 per EDU/month.

Mr. Them proposed to raise Water and Sewer Base Rate for 0-1,000 gallons from \$65.90 to \$68.90.

Mr. Them proposed to raise Ready to Serve Charge from \$65.90 to \$68.90.

Mr. Isaac accepted the amendment as proposed.

Mr. Them seconded the motion. Motion was carried.

Mr. Jones asked that the board consider an increase of the inspection fee. Mr. Jones recommended from \$150.00 to \$300.00.

Ms. Pickett made a motion to approve Resolution No. 2-2026. Mr. Them seconded the motion.

Other Matters:

Mr. Them wanted to have a discussion on the potential impact of Data Centers. Mr. Casanave discussed some of the challenges of predicting water usage for Data Centers. The Board continued to discuss the need to assess the impact of Data Centers on the water sewer system. It was emphasized the importance of clear ordinances to ensure compliance and protect the water supply.

Adjournment:

Motion was made to adjourn the meeting by Mr. Them. The meeting was adjourned at 11:00 am.

Respectfully Submitted,

Anita Gaspar

Towanda Borough

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ABSENT: Mr. Henson

OTHERS: Chris Jones – Solicitor, Chad Strickland-Superintendent, Eric Casanave- Stiffler-McGraw

VISITORS: None

Minutes:

Mr. Isaac made a motion to approve the minutes from January 15, 2026. Ms. Pickett seconded the motion.

Bills:

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Respectfully Submitted,

Anita Gaspar

Towanda Borough