

# WYSOX TOWNSHIP MUNICIPAL AUTHORITY

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August 16, 2024

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

**ABSENT:**

**OTHERS:** Chris Jones – Solicitor; Eric Casanave – Stiffler McGraw

**VISITORS:** Steve Sumner – Gannon Insurance

## **Visitor:**

### **Gannon Insurance:**

Mr. Sumner stated our policy runs from May 20,2024 to May 2025; our insurance is Selective. Mr. Sumner went over the insurance policy with the Board. Mr. Sumner stated that the replacement values should be reviewed for accuracy; Mr. Williams questioned if Mr. Aikey is available; Ms. Maynard stated no. Mr. Williams referred the question to Mr. Casanave as to replacement evaluations on our equipment; Mr. Casanave stated the valuation seems low; pre covid pricing. Mr. Sumner stated we can update the values on our equipment replacement costs; Mr. Casanave stated where the valuation pricing came from; Mr. Sumner stated the original replacement cost would have been raised approximately 5% every year since we have had our policy. Mr. Sumner stated for pump stations and our other equipment they rely on the customer on replacement costs. Mr. Casanave stated he would review our policy and the values assigned to our equipment; the Board approved Mr. Casanave to review the policy valuations on our equipment. Ms. Maynard questioned the TMA policy; Mr. Sumner stated that TMA gets an industrial appraisal done on their infrastructure.

Mr. Them questioned if the pump stations have surge protection; Mr. Casanave stated he does not think they do.

The Board discussed the cyber security amounts; Mr. Sumner stated we should look at our coverage he will send the paperwork.

The Board discussed our non-fixed property; Mr. Williams questioned the generators; he thought we had two.

The Board discussed General Liability coverage.

Mr. Them requested if we could change our policy to be a fiscal year instead of May to May; Mr. Sumner stated we can do that; Mr. Them stated maybe that can be discussed further; Ms. Maynard stated we do pay the premium in the fiscal year.

Mr. Sumner stated he will work on a quote for added limits on our umbrella; he will provide paperwork to increase our cyber coverage; Mr. Aikey and Mr. Casanave will look at the valuations placed on property and equipment. Mr. Sumner stated that numbers from TMA's industrial appraisal might help in evaluating the replacement costs.

### **Superintendent:**

Mr. Them stated he would like to be informed when Mr. Aikey is not going to attend the meetings; we might want to move the meeting date.

### **Minutes:**

The minutes from the meeting held on July 19, 2024 were approved as written, on a motion made by Mr. Isaac, and seconded by Mr. Henson, approved.

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**Bills:**

Mr. Williams mentioned our water usage being higher after the repair done to the meter; Ms. Maynard stated Hamilton Liberty's bill should cover the payment; Mr. Williams stated that they must have had a big draw this month. Mr. Isaac stated that the PA One Call charges are outrageous; Mr. Williams stated we have to mark our services. Mr. Henson made a motion to approve the following bills for August, Ms. Pickett seconded, approved.

<b>Wysox Sewer Operating List of Bills:</b>	<b>August 2024</b>	<b>Amount:</b>
TMA	Wilmington Trust – 8/01/2024	\$ 3,061.25
TMA	Administrative cost- 8/24	\$ 2,103.67
TMA	Sewer Flows (Jul)	\$ 35,234.33
TMA	Contracted Services	\$ 4,998.12
TMA	Penelec PS 3,6,7,8,9	\$ 354.22
TMA	M & T monthly pymnt	\$ 4,988.45
Gannon Insurance	Comm Policy Pkg	\$ 2,017.75
TMA	Frontier - telephone	\$ 52.90
TMA	Horton Elec – repair Meyers pump	\$ 1,220.00
TMA	Schaedler Yesco -30-amp switch	\$ 129.71
TMA	Stiffler McGraw inv 155, 193,198-200, 231	\$ 841.75
TMA	Envirep – o rings PS 1	\$ 19.41
Penelec	PS 1,4,5	\$ 635.38
LB Water	Inv 3833389 – Liberty pump package	\$ 4,820.00
Stiffler McGraw	Inv 156	\$ 495.00
<b>TOTAL:</b>		<b>\$ 60,971.94</b>

<b>Wysox Project Acct List of Bills:</b>	<b>August 2024</b>	<b>Amount:</b>
Stiffler McGraw	Inv 5 & 6	\$ 12,754.00
<b>TOTAL:</b>		<b>\$ 12,754.00</b>

<b>Wysox Water Operating List of Bills:</b>	<b>August 2024</b>	<b>Amount:</b>
TMA	Water (Jul)	\$ 27,177.75
TMA	Contracted Services	\$ 4,975.07
BNYMellon NY	Aug 2024	\$ 12,572.92
TMA	Penelec Lake Rd. Vault	\$ 78.56
TMA	Stiffler McGraw inv 155, 198-200, 231	\$ 992.50
TMA	SupplyHouse – fan motor booster pump	\$ 333.30
Gannon Insurance	Commercial Pkg Policy	\$ 794.75

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Pace Analytical	Lab Analysis	\$ 519.20
Penelec	Lake Rd Tank, PS 1	\$ 847.01
Stiffler McGraw	Inv 156	\$ 495.00
LB Water	Command link/ Autogun	\$ 2,583.72
<b>TOTALS:</b>		<b>\$ 51,369.78</b>

## **Engineer:**

Mr. Casanave stated the local shares account grant applications are due in November.

At last month's meeting the Board questioned the dollar amount for the force main on the Bridge. Mr. Casanave provided the Board with his documentation he came up with when this came up after our last repair; the amount estimated was \$2,916,000.00. The Board discussed our issue with the force main and the storm water on the Bridge. Mr. Casanave stated we can look at this project for the LSA grant once the information is dispersed on grant amounts being offered.

Mr. Casanave stated the meters to monitor infiltration have been in for several weeks now; unfortunately, we have not had the rain we expected to see this time of the year. Mr. Casanave has seen data from the meter installed on Susquehanna Street between Blush Beauty and Lashes and the Commercial Tire and Truck Service Center; he emailed Mr. Aikey and has not heard from him. This is a deep manhole and the closest manhole to pump station 1; on 5 occasions there has been a surge for a few hours then went back to normal; it can be that pump station 1 is backing up. Mr. Casanave stated he reviewed the other monitoring meter in the vicinity and did not see an issue; Mr. Casanave is awaiting response from Mr. Aikey to see if we have a problem at pump station 1.

Mr. Casanave stated he has not yet heard from Penn Dot; we cannot put together the Consultation Approval Package until we have a fairly defined scope of work.

## **Attorney:**

Mr. Jones stated he needed the grinder pump easements; apparently, we cannot look them up by tax parcel ID as they were filed before that system, we need the original customer names; Ms. Maynard stated we can have Ms. McLinko add that information to the spread sheet and send it again. Mr. Williams stated that the grinder pump easements came up in the TMA special meeting; Mr. Fred Johnson stated we can give them the grinders but keep the easement. The Board discussed the issue; Mr. Them stated there is not an easement on his properties he owns in Wysox and he is still responsible for the line from the main to his building; why would we have we keep the easements on these properties, the customers would be responsible as any other customer is for the service lines. Mr. Jones stated he will pull the easements and we can go from there.

## **Delinquent Accounts:**

Ms. Maynard stated she was contacted yesterday by a person who stated they are going to be renting the property on Moose Lane and wanted water turned on; she explained we do not turn on water on the request of a tenant and we have outstanding balance due on the account, so we will not be turning water on at the property, the tenant stated they have a well; Ms. Maynard stated she informed the person they are not to use the well. The Board discussed the issue; Mr. Williams stated there is no electricity so they shouldn't be able to use their well. Mr. Williams

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also stated that there have been squatters living at the residence since Mr. Harkness passed away. The Board agreed to see what happens to the property as it should be going to Sheriff Sale. Ms. Maynard stated we have the Webster property going to Sheriff Sale the balance on the account is \$126.00; Mr. Jones stated we will not file a lien as the property as it might not go at sale and we do not have sufficient time to file a lien

## **Superintendent:**

Mr. Aikey not present.

## **Treasurers Report:**

Mr. Them stated we are down in revenue for water and we have a bigger loss in sewer than what was budgeted.

## **Audit:**

Mr. Aikey had mentioned internal control as a finding last month; the Board does not know what that may be; Ms. Maynard will contact HallockShannon and get clarification on that statement. Mr. Henson made a motion to approve the 2023 Audit, Mr. Them seconded, approved

## **Inspections:**

Ms. Maynard stated she received the thumb drive from Mr. Them and put the data on a spreadsheet for the Board.

## **Authorities:**

Mr. Williams stated TMA seemed rather receptive they are concerned about our debt. Mr. Walsh, TMA Chairman, mentioned that we are not insolvent that our numbers look good. Mr. Aikey was put on the mission to check on grant monies to fund a feasibility study. Mr. Williams stated it was mentioned that breaking from the Borough is also a possibility. Ms. Maynard stated that Mr. Aikey and herself had a call with DCED; the funding deadline is September they basically stated we would not be able to have paperwork done in time for the September deadline. They did state since TMA already performs duties for WTMA they do not see a problem with merging; the person we spoke with has not been involved in such an Authority issue as this, and has referred this to someone else within DCED; this was the initial phone call asking what we wanted to do; once the conversation about both Authorities being involved in daily duties; they stated they would refer the conversation with others within DCED with our next step.

Mr. Them questioned the statement of breaking TMA from the Borough; Mr. Williams stated what was discussed in the meeting. Mr. Them stated our agreement is with TMA for services not the Borough; Mr. Williams stated yes, we pay TMA for the services they provide. Mr. Casanave stated in the end of the day; the feasibility study would look at the finances of all parties involved.

## **Tank Inspection:**

Ms. Maynard stated that she will forward the Wysox tank inspection to the Board members; Mr. Williams stated our tank was basically in need of maintenance and signage. Ms. Maynard stated one of the issues was our tank base not being 6 inches above ground level; Mr. Casanave stated that is a DEP regulation.

## **Mr. Jones:**

Mr. Jones stated that he might not be at the September meeting.

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**Adjournment:**

As there was nothing further to discuss, the meeting was adjourned at 11:17 a.m.

Respectfully Submitted,  
*April 2 Maynard*  
Towanda Borough