

WYSOX TOWNSHIP MUNICIPAL AUTHORITY

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

ABSENT: Thomas Henson-Vice Chairman

OTHERS: Chris Jones – Solicitor; Fred Johnson – Superintendent

VISITORS: Amanda Boyer – Bradford County Grant Coordinator

Reorganization:

Mr. Them made a motion to approve and keep the existing Board, Mr. Isaac seconded, approved.

Mr. Williams – Chairman

Mr. Henson – Vice Chairman

Mr. Them – Secretary / Treasurer

Meeting dates for 2018 9:30 A.M.:

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

Visitor:

Ms. Boyer was given the names of the customers interested in the CDBG grant monies; she made contact with them and she is certain they do not qualify. Because the fact that we currently do not have any qualifying persons Ms. Boyer has asked if we can submit a letter to the County Commissioners asking our funds be reduced from \$20,000.00 to \$5,000.00 in case we do find someone who needs assistance in tying into the water system. The CDBG monies will expire in 2019.

Minutes:

The minutes from the meeting held on December 15, 2017 were approved as written on a motion made by Mr. Isaac and seconded by Mr. Them, approved.

Bills:

The following bills were approved for payment on a motion made by Mr. Them and seconded by Mr. Isaac, approved. Mr. Them asked Mr. Johnson if we can put the address on the grinder pump billings – Mr. Johnson stated we will try but sometimes the pump has been sitting at the sewer plant until we need to fix them but he will try in the future to put the address on the invoice to the Authority.

Wysox Operating Fund List of Bills:	Jan 2018	Amount:
TMA	WWTP 2008 Pennvest Payment- 1/18	\$ 2,337.99
TMA	WWTP 2008 Pennvest Int – 1/18	\$ 771.34
TMA	Administrative cost- 1/18	\$ 2,103.67
TMA	Sewer Flows (Dec)	\$ 10,174.80

TMA	Contracted Services	\$ 1,813.77
Frontier	Telephone – 5 Invoices	\$ 276.22
TMA	Misc Vendors – Penelec P.S. 1,5,4	\$ 387.31
Penelec	P.S. 1,2,4,6,7	\$ 692.85
Arey Building Supply	Pump station panel shop light	\$ 11.48
Horton Electric Motor Service	Repair Grinder pump	\$ 710.00
Selective Insurance	Flood Insurance Rte 6 /Piphers	\$ 1,695.00
TOTAL:		\$20,974.43

Wysox Water Operating List of Bills:	Jan 2018	Amount:
TMA	Water (Dec)	\$ 9,792.39
TMA	Contracted Services	\$ 1,127.71
TMA	Misc Vendors – Penelec P.S. 2,3	\$ 616.10
TMA	Misc Vendors- SCADA (2016 CHARGE)	\$ 118.97
TMA	Misc Vendors – Seewald Lab	\$ 45.00
TMA	Misc Vendors – AT & T 11/7-12/6/17	\$ 100.45
AT & T	Scada 12/7/17-01/6/18	\$ 106.25
The Daily Review	Flush Hydrants Legal advertisement	\$ 209.54
Stiffler McGraw & Associates	Invoice 102	\$ 62.00
Penelec	PS # 1	\$ 81.27
TOTALS:		\$12,259.68

Solicitor:

Mr. Jones discussed accounts on the delinquent list. He has sent intent to lien letter to Mr. Larry Williams.

Superintendent:

Mr. Johnson did not have any issues to discuss with the Board.

Loan Extension:

Mr. Them stated First Citizens Community Bank sent an incorrect billing on the loan we extended but they just added the overpayment to the principal balance. They are keeping the \$31,200.00 in the reserve account for the final payment.

Mr. Them requested to the Board if we could transfer the difference from the capitol reserve account to the sewer operating account. Mr. Them then requested we transfer what is due to water from the transfer we did in May 2017. The Board agreed to transfer the funds per Mr. Them requests; Mr. Them will be contacting Susan as he will check with Ben DeNault to verify the transfer from sewer to water is correct.

Budget:

Mr. Them went through the proposed budget for 2018. Mr. Isaac made a motion to approve the 2018 budget, Ms. Pickett seconded, approved.

Jan 19, 2018

Grinder Pumps:

Mr. Them stated the amount we are spending on grinder pump repair. The Board agreed that we need to contact our grinder pump residents and inform them that we will have to bill them for repairs made due to improper use. Mr. Johnson will write a letter for Board approval next month.

Adjournment:

As there was nothing further to discuss, the meeting was adjourned at 10:30 a.m. on a motion made by Mr. Them.

Respectfully Submitted,
April Maynard
Towanda Borough

WYSOX TOWNSHIP MUNICIPAL AUTHORITY

PRESENT: James Isaac, Robert Williams-Chairman, Tina Pickett

ABSENT: William Them – Secretary/Treasurer, Thomas Henson-Vice Chairman

OTHERS: Chris Jones – Solicitor

VISITORS:

Visitor:

None

Minutes:

The minutes from the meeting held on January 19, 2018 were approved as written on a motion made by Mr. Isaac and seconded by Ms. Pickett, approved.

Bills:

The following bills were approved for payment on a motion made by Mr. Isaac and seconded by Ms. Pickett, approved.

Wysox Operating Fund List of Bills:	Feb 2018	Amount:
TMA	WWTP 2008 Pennvest Payment- 2/18	\$ 2,342.97
TMA	WWTP 2008 Pennvest Int – 2/18	\$ 766.36
TMA	Administrative cost- 2/18	\$ 2,103.67
TMA	Sewer Flows (Jan)	\$ 12,678.24
TMA	Contracted Services	\$ 3,034.49
Frontier	Telephone – 5 Invoices	\$ 293.91
TMA	Misc Vendors – Omni Site	\$ 1,200.00
Penelec	P.S. 2,4,5,6,7	\$ 588.89
TMA	Misc Vendors – Daily Review	\$ 27.57
Core & Main	Flomatic Check	\$ 297.60
TOTAL:		\$23,333.70

Wysox Water Operating List of Bills:	Feb 2018	Amount:
TMA	Water (Jan)	\$ 11,030.22
TMA	Contracted Services	\$ 2,223.31
TMA	Misc Vendors – Penelec P.S.	\$ 820.58
TMA	Misc Vendors- Daily Review	\$ 27.58
TMA	Misc Vendors – Quill	\$ 25.74
TMA	Misc Vendors – Fairway Labs	\$ 45.00
Lehigh Railway	Right of Way	\$ 1,802.12
TOTALS:		\$15,974.55

Feb 16, 2018

Solicitor:

Mr. Jones inquired if Mr. Williams paid his delinquent bill; Ms. Maynard stated not as of today.

Superintendent:

Not in attendance.

Grinder Pumps:

Mr. Johnson submitted a copy of the letter he was going to address to our grinder pump customers. Mr. Isaac asked if cigarette butts need to be added to the list of items that cause problems to the grinder pumps; Ms. Maynard will question this with Mr. Johnson. Ms. Pickett requested that the sentence “any future cost for maintenance of the grinder pump shall be the responsibility of the property owner” to add any future cost for maintenance caused by misuse shall be the responsibility of the property owner. Ms. Pickett made a motion to approve the letter going to grinder pump customers with corrections, Mr. Isaac seconded, approved.

Adjournment:

As there was nothing further to discuss, the meeting was adjourned at 10:10 a.m. on a motion made by Mr. Isaac.

Respectfully Submitted,
April Maynard
Towanda Borough

WYSOX TOWNSHIP MUNICIPAL AUTHORITY

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

ABSENT: Thomas Henson-Vice Chairman

OTHERS: Darren Mendrzycki – Solicitor GDDJ

VISITORS:

Visitor:

None

Minutes:

The minutes from the meeting held on February 16, 2018 were approved as written on a motion made by Mr. Isaac and seconded by Ms. Pickett, approved.

Bills:

The following bills were approved for payment on a motion made by Mr. Isaac and seconded by Ms. Pickett, approved. Mr. Isaac inquired about servicing a customer due to low water pressure; he did not know we did service calls for that.

Wysox Operating Fund List of Bills:	Mar 2018	Amount:
TMA	WWTP 2008 Pennvest Payment- 3/18	\$ 2,347.96
TMA	WWTP 2008 Pennvest Int – 3/18	\$ 761.37
TMA	Administrative cost- 3/18	\$ 2,103.67
TMA	Sewer Flows (Feb)	\$ 13,863.71
TMA	Contracted Services	\$ 4,485.14
Frontier	Telephone – 5 Invoices	\$ 276.86
TMA	Misc Vendors – Gambal	\$ 89.74
TMA	P.S.1, 2,4,5,6,7	\$ 1,143.04
Gannon	Bond for Employee Dishonest	\$ 106.00
GDDJ	Notice to Intent Ltr	\$ 40.00
Areys	Key copied for PS	\$ 1.79
TOTAL:		\$25,219.28

Wysox Water Operating List of Bills:	Mar 2018	Amount:
TMA	Water (Feb)	\$ 9,563.06
TMA	Contracted Services	\$ 2,161.62
TMA	Misc Vendors – Penelec P.S.	\$ 728.34
TMA	Misc Vendors- Penelec meter vault	\$ 44.48
TMA	Misc Vendors – Gambal	\$ 89.74
TMA	Misc Vendors – Quill	\$ 269.57
TMA	Misc Vendors – AT & T scada	\$ 100.45
Gannon	Bond for Employee Dishonest	\$ 106.00

Mar 16, 2018

N.E. Controls	Antenna - Scada	\$ 185.85
TOTALS:		\$13,249.11

Solicitor:

Mr. Mendrzycki did not have anything to report.

Superintendent:

Not in attendance.

Visitors:

Mr. Them requested we add the Wysox Township Board of Supervisors to next month's meeting agenda.

Adjournment:

As there was nothing further to discuss, the meeting was adjourned at 9:40 a.m. on a motion made by Mr. Isaac.

Respectfully Submitted,

April Maynard

Towanda Borough

WYSOX TOWNSHIP MUNICIPAL AUTHORITY

PRESENT: James Isaac, Robert Williams-Chairman, Tina Pickett, Thomas Henson-Vice Chairman

ABSENT: William Them – Secretary/Treasurer

OTHERS: Chris Jones – Solicitor; Fred Johnson - Superintendent

VISITORS: Jon Kulick – Wysox Township Manager

Visitor:

Mr. Kulick is in attendance to observe meeting.

Minutes:

The minutes from the meeting held on March 16, 2018 were approved as written on a motion made by Mr. Isaac and seconded by Mr. Henson, approved.

Bills:

The following bills were approved for payment on a motion made by Mr. Isaac and seconded by Ms. Pickett, approved.

Wysox Operating Fund List of Bills:	Apr 2018	Amount:
TMA	WWTP 2008 Pennvest Payment- 4/18	\$ 2,352.96
TMA	WWTP 2008 Pennvest Int – 4/18	\$ 756.37
TMA	Administrative cost- 4/18	\$ 2,103.67
TMA	Sewer Flows (Mar)	\$ 17,531.03
TMA	Contracted Services	\$ 3,652.38
Frontier	Telephone – 5 Invoices	\$ 279.74
TMA	M & T A Prin	\$ 13,431.58
TMA	M & T A Interest	\$13,507.42
TMA	M & T B Prin	\$ 1,733.56
TMA	M & T B Interest	\$ 1,633.44
TMA	Penelec P.S.1, 2,4,5	\$ 943.95
Horton Electric	Residential Grinder Pump Repair	\$ 1,960.00
Mid Atlantic Pump	Rubber Grommet O rings	\$ 200.00
Areys	Mortar Mix - Manhole	\$ 18.27
Penelec	P.S. 1,6,7	\$ 405.34
TOTAL:		\$60,539.71

Wysox Water Operating List of Bills:	Apr 2018	Amount:
TMA	Water (Mar)	\$ 10,717.89
TMA	Contracted Services	\$ 2,620.28
TMA	Misc Vendors – Penelec P.S.	\$ 700.90
TMA	Misc Vendors- Penelec meter vault	\$ 198.88
TMA	Misc Vendors – Penelec Tank	\$ 80.58

Apr 20, 2018

TMA	Misc Vendors – AT & T scada	\$ 106.03
TMA	Misc Vendors - Lab	\$ 15.00
TOTALS:		\$14,439.56

Solicitor:

Due to the discussion of the pipe on the bridge Ms. Pickett requested Mr. Jones write a letter to Penn Dot requesting some reimbursement for the pipe that needs replaced. Mr. Jones will get with Mr. Johnson to get the specifics and address Penn Dot.

Superintendent:

Mr. Johnson stated about 20 feet of the sewer pipe on the bridge needs to be replaced; Mr. Johnson stated he will see if we can do this in-house if not we will need to call Milnes back in as they did the last project. We need to have this complete before the project moves to the last embankment. Ms. Pickett asked if Penn Dot is responsible for the damage to the pipe; Mr. Johnson stated that maybe not having the rubber seal on the bridge may have caused more salt and water to affect the pipe. Mr. Henson made a motion to allow Mr. Johnson to replace 20 feet of sewer line on the bridge, Mr. Isaac seconded, approved.

Mr. Johnson stated that at the next meeting Chad Strickland will be attending he is Mr. Johnson's replacement.

Mr. Johnson has contacted Panda in reference to the emergency generator for pump station 3 he is waiting to see if the generator is still under warranty which it should be; it is cycling and will not stay on.

Adjournment:

As there was nothing further to discuss, the meeting was adjourned at 9:57 a.m. on a motion made by Ms. Pickett.

Respectfully Submitted,
April Maynard
Towanda Borough

WYSOX TOWNSHIP MUNICIPAL AUTHORITY

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

ABSENT:

OTHERS: Chris Jones – Solicitor; Fred Johnson – Superintendent (ret); Chad Strickland - Superintendent

VISITORS: Jon Kulick – Wysox Township Manager; Thomas Thompson III – Wysox Township Supervisor; Evan Barnes – Wysox Township Supervisor; Jonathan Foster – Wysox Township Solicitor; Kyle Lane – Towanda Borough Manager

Visitor:

Chad Strickland:

Mr. Johnson introduced his replacement to the Board; Chad Strickland.

Wysox Township Board of Supervisors:

Mr. Foster stated that the Board of Supervisors discussed the ordinance and any changes and revisions that need to be made to the ordinance in order to have customers comply who have yet to hook up the water system, and to change items in the ordinance for the customers who kept a private water source.

For the private water source customers wording would be changed in the regulations to state to remove all internal water supply piping to the structure. Wording would include an outside spigot for delivery of the private water source and no inside internal connection can be made to the private water source. The customers who have an outside water source will be required to have the disconnection inspected by the Township or Municipal Authority representative. A private source disconnection certificate will be issued that stated the homeowner will not reconnect to the private source. Mr. Them asked if a customer is found in violation of reconnecting to the private water source if we could have the customer abandon their well.

We need make the wording changing the violations from criminal to civil and have a per diem penalty.

Mr. Barnes stated the inspection side needs to be done; we need to get a cost if we need to use a third party or the Authority for inspections. Mr. Barnes stated that every water customer should get an initial inspection; then customers who still keep a private source will then be suspect to random inspections.

Mr. Them asked about the customers who have not hooked up if that is being addressed in the changes; Mr. Barnes stated that the per diem penalty should address that. The Board discussed the different scenarios in which customers have not yet hooked up to use the municipality water system. Mr. Jones stated the ordinance does define that any improved property within 150 feet of the Municipal water main must hookup and use the water; so this is addressed in the ordinance the penalty for not doing so needs to be addressed.

The Board and Township Supervisors agreed that the ordinance should have the ordinance penalty changed advertised at special meeting for the Township on the 31st and approved on the June 14th meeting.

Minutes:

The minutes from the meeting held on April 20, 2018 were approved as written on a motion made by Mr. Isaac and seconded by Mr. Them, approved.

Bills:

The following bills were approved for payment on a motion made by Mr. Henson and seconded by Mr. Isaac, approved.

Wysox Operating Fund List of Bills:	May 2018	Amount:
TMA	WWTP 2008 Pennvest Payment- 5/18	\$ 2,357.97
TMA	WWTP 2008 Pennvest Int – 5/18	\$ 751.36
TMA	Administrative cost- 5/18	\$ 2,103.67
TMA	Sewer Flows (Apr)	\$ 14,975.62
TMA	Contracted Services	\$ 4,694.32
Frontier	Telephone – 6 Invoices	\$ 279.04
TMA	Penelec P.S.2,4,5,6,7	\$ 898.50
TMA	Administrative Cost 2017	\$ 270.00
Mid Atlantic Pump	Rubber Grommet O rings	\$ 195.00
Auto Parts of Wysox	V Belt P.S.#2	\$ 77.30
Penelec	P.S. 1	\$ 307.61
TOTAL:		\$26,910.39

Wysox Water Operating List of Bills:	May 2018	Amount:
TMA	Water (Apr)	\$ 10,318.66
TMA	Contracted Services	\$ 1,614.61
TMA	Misc Vendors – Penelec P.S.	\$ 715.60
TMA	Misc Vendors- Penelec meter vault	\$ 94.81
TMA	Misc Vendors – Penelec Tank	\$ 51.28
TMA	Misc Vendors – AT & T scada	\$ 108.09
TMA	Misc Vendors - Lab	\$ 45.00
TMA	Misc Vendors: Quill	\$ 28.84
TOTALS:		\$12,976.89

Solicitor:

Mr. Jones stated he will be meeting with Mr. Foster on Wednesday to discuss changes to the ordinance.

Superintendent:

Mr. Johnson stated the Children Center problem will be billed to the municipality; the sewer line was incorrectly fixed/repared most likely by the contractor who installed the water line and we have assisted the contractor in fixing the repair.

May 18, 2018

Mr. Johnson stated the repair on the sewer line on the bridge has not been done as the contractor did not need to remove the brace from the pipe; now the repair can be done at our convenience instead of having a deadline and it should be able to be done in house.

Our deadline for our year warranty is June for Panda that includes pump station 3 and Echo Beach pump station and the water line; Mr. Johnson has contacted them about the emergency generator at pump station 3 and the variable drive at Echo Beach pump station; Panda is on notice of those two issues.

Executive Session:

The Board entered into an executive session at 11:06 a.m. and remained in session until 11:25 a.m. regarding a possible legal issue.

Adjournment:

As there was nothing further to discuss, the meeting was adjourned at 11:25 a.m. on a motion made by Ms. Pickett.

Respectfully Submitted,
April Maynard
Towanda Borough

WYSOX TOWNSHIP MUNICIPAL AUTHORITY

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

ABSENT: Tina Pickett

OTHERS: Chris Jones – Solicitor; Chad Strickland - Superintendent

VISITORS: Jon Kulick – Wysox Township Manager

Visitor:

None

Minutes:

The minutes from the meeting held on May 18, 2018 were approved as written on a motion made by Mr. Henson and seconded by Mr. Isaac, approved.

Bills:

The following bills were approved for payment on a motion made by Mr. Henson and seconded by Mr. Isaac, approved. Mr. Isaac questioned the difference between laborer A and laborer B; Mr. Strickland stated it depended on individual worker responding to the call. Mr. Them asked Mr. Strickland where the billing of the Children’s Center is being billed; Mr. Strickland stated labor & equip/contracted services. The Board requested clarification on the invoice from Mr. Jones as the invoice had all services billed to sewer; Mr. Jones clarified and the invoice was split accordingly. Mr. Them stated we need to move \$20,000.00 from water to sewer to cover our bills; Mr. Henson made a motion to move funds, Mr. Isaac seconded, approved.

Wysox Operating Fund List of Bills:	June 2018	Amount:
TMA	WWTP 2008 Pennvest Payment- 6/18	\$ 2,362.99
TMA	WWTP 2008 Pennvest Int – 6/18	\$ 746.34
TMA	Administrative cost- 6/18	\$ 2,103.67
TMA	Sewer Flows (May)	\$ 18,720.90
TMA	Contracted Services	\$ 9,833.29
Frontier	Telephone – 6 Invoices	\$ 287.53
TMA	Penelec P.S.2,4,5,6,7	\$ 563.34
TMA	Bradco (couplers)	\$ 32.70
TMA	Grainger – End Caps	\$ 14.70
TMA	Horton Electric – (pump repairs)	\$ 1,276.00
TMA	Areys (check valve, galvanized coupling, pipe plug, aviation snips, pvc 4”, caps 4”)	\$ 90.52
GDDJ	Audit Letter	\$ 75.00
Carmalt DeNault & Thompson P.C.	2017 Audit Letter	\$ 2,925.00
GDDJ	Services 11/14/17 to 6/14/18	\$ 675.00
TOTAL:		\$39,706.98

June 15, 2018

Wysox Water Operating List of Bills:	June 2018	Amount:
TMA	Water (May)	\$ 12,806.41
TMA	Contracted Services	\$ 2,827.76
TMA	Misc Vendors – Penelec P.S.	\$ 631.43
TMA	Misc Vendors- Penelec meter vault	\$ 59.80
TMA	Misc Vendors – Penelec Tank	\$ 39.97
TMA	Misc Vendors – AT & T scada	\$ 108.09
TMA	Misc Vendors - Lab	\$ 30.00
Carmalt DeNault & Thompson P.C.	Audit 2017	\$ 2,925.00
GDDJ	Audit Letter	\$ 75.00
GDDJ	Services 11/14/17 to 6/14/18	\$ 1,110.00
TOTALS:		\$20,613.46

Solicitor:

Mr. Jones presented the board the revised ordinance the Township approved on Wednesday June 13th changing the penalty from criminal to civil. Mr. Jones explained that the resolution was discussed but no further action was taken until the agreement of abandoning wells or severing plumbing to structures is discussed and agreed upon. Mr. Them stated we need the Board of Supervisors here next month to get a resolution on this matter.

Mr. Henson mentioned that maybe we should use our existing regulations in order to go after the customers who are still on their well; instead of waiting for the discussion with the Board of Supervisors. Ms. Maynard stated that she is unable to locate the original applications on who obtained a back flow preventer; but the two customers who state they are on their well on the inspection stated they had no outside water source which is incorrect. Mr. Them asked Mr. Jones for the next step in the process; getting an inspector independent from the area and customers. Mr. Jones will review the process and suggest a procedure. Mr. Jones stated that Pennsylvania Water puts the expense of inspection on the customer.

Superintendent:

The Board mentioned the cost of grinder pumps to the Authority. Mr. Williams asked if we can make the responsibility of the grinder pumps the home owners; Mr. Jones will research the Authority's responsibility of the grinder pump. Mr. Them stated that maybe we want to address the grinder pump issue when we revise the water.

Mr. Strickland mentioned that we have two new connections going in at Lake Wesauking.

Budget:

Mr. Them stated the budget is looking good at this time.

Adjournment:

As there was nothing further to discuss, the meeting was adjourned at 10:45 a.m. on a motion made by Mr. Henson.

Respectfully Submitted,
April Maynard
Towanda Borough

June 15, 2018

WYSOX TOWNSHIP MUNICIPAL AUTHORITY

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

ABSENT: James Isaac

OTHERS: Chris Jones – Solicitor; Chad Strickland - Superintendent

VISITORS: Jon Kulick – Wysox Township Manager; Evan Barnes – Wysox Township Supervisor; Ben DeNault – Carmalt, DeNault & Thompson P.C.; Terry Keeney; John Lacy; Robin Lacy

Ben DeNault:

Mr. DeNault went over the finding of the 2017 audit a net increase in water but deficit in sewer an overall deficit for the year of \$19,000.00.

Mr. Them said in September we should know our standing for this year.

Mr. DeNault stated that operations are strong.

Mr. Williams asked what he thought about are current rate system; Mr. DeNault stated he will have to wait until September or October; Mr. DeNault stated he will research then.

Mr. DeNault stated that next year DCED implemented an online system that he will help Ms. Miller set up.

Mr. Them would like to thank Carmalt, DeNault & Thompson P.C. for the work and professionalism they put in the audit process; the Board agreed.

Visitor:

Mr. Lacy who represents the Wysox Children Center questioned the responsibility of the Municipal Authority when it comes to grinder pumps and the sewer system. Mr. Williams explained that the sewer system that currently exists at the Wysox Children Center has capacity for 2 grinder pumps; the property was established after the existing sewer line was completed. The Lacy's are requesting an additional grinder pump.

Research would have to be done by the authority, the solicitor and engineer to research the initial construction and the authority's rules and regulations on grinder pump ownership and maintenance.

The Board agreed that we need to contact our engineer and attorney research the issue and they will get back to Mr. & Mrs. Lacy.

Mr. Henson requested someone inform Mr. Cassanave to attend next month's meeting; Mr. Jones will contact him.

Township Ordinance:

The Board discussed the ordinance that was passed by the Township in reference to water hook up and use. The Board discussed penalties time limits on connection requirements and inspections for those who keep a private source.

Mr. Them stated that we continue to go around on the subject he suggests that our attorney meets with the Township attorney and come up with the rules and penalties and we will vote on putting that in place.

Minutes:

The minutes from the meeting held on June 15, 2018 were approved as written on a motion made by Mr. Henson and seconded by Mr. Them, approved.

July 20, 2018

Bills:

The following bills were approved for payment on a motion made by Mr. Them and seconded by Mr. Henson, approved

Wysox Operating Fund List of Bills:	July 2018	Amount:
TMA	WWTP 2008 Pennvest Payment- 7/18	\$ 2,368.03
TMA	WWTP 2008 Pennvest Int – 7/18	\$ 741.30
TMA	Administrative cost- 7/18	\$ 2,103.67
TMA	Sewer Flows (June)	\$ 15,580.25
TMA	Contracted Services	\$ 5,195.78
Frontier	Telephone – 6 Invoices	\$ 264.81
TMA	Penelec P.S.1,2,4,5,6,7	\$ 1,070.87
TMA	Horton Electric	\$ 716.00
Horton	Grinder Pump Repair	\$ 776.00
Areys	Screws (Booster)	\$ 3.50
Gannon	Insurance	\$ 12,795.35
TOTAL:		\$41,615.56

Wysox Water Operating List of Bills:	July 2018	Amount:
TMA	Water (June)	\$ 12,822.61
TMA	Contracted Services	\$ 2,356.08
TMA	Misc Vendors – Penelec P.S.	\$ 569.32
Penelec	Meter Vault	\$ 42.56
TMA	Misc Vendors – Penelec Tank	\$ 36.74
TMA	Misc Vendors – AT & T scada	\$ 108.09
TMA	Misc Vendors - Lab	\$ 15.00
Gannon	Insurance	\$ 3,489.65
TOTALS:		\$19,439.95

Superintendent:

Mr. Strickland informed the Board of the two new connections going in at the lake Mr. Baker and Mr. Murphy.

Adjournment:

As there was nothing further to discuss, the meeting was adjourned at 10:50 a.m. on a motion made by Mr. Henson.

Respectfully Submitted,
April Maynard
 Towanda Borough

WYSOX TOWNSHIP MUNICIPAL AUTHORITY

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

ABSENT: Tina Pickett

OTHERS: Chris Jones – Solicitor

VISITORS: Eric Cassanave – Stiffler McGraw; Gary Baker

Visitor:

Mr. Baker explained he is building a house on Smokerise and he needs to know if he needs an easement from the Authority for Penelec. Mr. Jones stated that the electrical line will be crossing our water easement; Mr. Jones spoke with Mr. Cassanave in reference to the easement. Mr. Cassanave stated that as long as our wording states to stay at least 10 feet from our water and sewer lines. Mr. Cassanave stated we need to pull the sewer easements. Mr. Them made a motion to have our attorney allow an easement as long as the utility stays 10 feet from our water and sewer mains, Mr. Henson seconded, approved.

Mr. Baker stated that Mr. & Mrs. Place wanted to know if Mr. Baker needed an easement from them for the water and sewer lines; Mr. Cassanave stated that we might need to obtain that as well; Mr. Baker indicated the flags are on the berm of Smokerise facing the ball field; Mr. Cassanave stated maybe we might not need any easements if our mains reside on the ball field side and not where we think; Mr. Jones stated that an easement will still be needed as the Place's own the road. Mr. Baker requested if Mr. Jones can assist him with the easements; Mr. Jones stated he would if a conflict arises he will have to refer to another attorney.

Minutes:

The minutes from the meeting held on July 20, 2018 were approved as written on a motion made by Mr. Henson and seconded by Mr. Them, approved.

Bills:

The following bills were approved for payment on a motion made by Mr. Henson and seconded by Mr. Isaac, approved

Wysox Operating Fund List of Bills:	August 2018	Amount:
TMA	WWTP 2008 Penn vest Payment- 8/18	\$ 2,373.07
TMA	WWTP 2008 Penn vest Into – 8/18	\$ 736.26
TMA	Administrative cost- 8/18	\$ 2,103.67
TMA	Sewer Flows (July)	\$ 14,646.22
TMA	Contracted Services	\$ 7,440.44
Frontier	Telephone – 6 Invoices	\$ 287.23
TMA	Penelec P.S.1,4,5	\$ 407.27
TMA	Schaedler Yesco	\$ 9.89
TMA	Comm. of PA (Operator Report)	\$ 65.00
TMA	Freidman Electric	\$ 295.52
Horton	Grinder Pump Repair (rewind)	\$ 1,990.00
Penelec	P.S 2,6,7	\$ 385.69
Aireys	Fittings for Grinder repair	\$ 30.69
Gannon	Insurance – William Them Bond	\$ 221.50

Eco American Pump	2 Booster Transformers	\$ 1,312.50
Envirep	Omni backup Batteries PS 2,4,5	\$ 230.07
Valve Tech Sales	PS 7 flappers, cover gaskets	\$ 385.22
Grainger	Dayton Sump Pump/ Motor Fan PS 1	\$ 259.85
TOTAL:		\$33,180.09

Wysox Water Operating List of Bills:	Aug 2018	Amount:
TMA	Water (July)	\$ 13,506.54
TMA	Contracted Services	\$ 3,057.24
TMA	Penelec P.S.	\$ 558.92
TMA	Meter Vault	\$ 43.15
TMA	Penelec Tank	\$ 34.71
TMA	AT & T scada	\$ 111.09
TMA	Lab	\$ 400.00
Gannon	Insurance- William Them Bond	\$ 221.50
TMA	Dallas Data (Annual Report)	\$ 159.60
TMA	Comm. of PA (Operator Report)	\$ 65.00
Stiffler McGraw & Associates	Invoice 103 Water System Reg Review	\$ 64.00
TOTALS:		\$18,221.75

Executive Session:

The Board entered into executive session at 10:00 A.M. and remained in session until 11:00 A.M. in reference to sewer maintenance.

Mr. Them made a motion to have our solicitor and engineer resolve issues with the sewer line initial construction, modifications, and new construction to gives us rules and regulations in reference to the maintenance for the sewer line grinder pumps.

Mr. Isaac made a motion to have our solicitor respond to the inquiry of Wysox Children Center regarding the request of the additional replacement grinder pump, seconded by Mr. Henson, approved.

Water:

Mr. Jones presented a copy of the water rules and regulations; Mr. Jones, Mr. Foster and Mr. Cassanave went over the rules and regulations and has made some suggestions to be changed:

Under Article II Use of Public Water System, Conditions of Service, And Application For Services Section 2.01: add and use the water system

Section 2.05: add ...connect and use their

Add "No private water source shall be permitted to serve, or be located in, a residence or structure where water is used for Human Consumption. Further, no private water sources shall be permitted to serve, or be located in, a structure that is connected to a residence or structure where water is used for Human Consumption. Water for Human Consumption includes water that is used for drinking, bathing, showering, cooking, dishwashing or maintaining oral hygiene.

...or public human consumption.

...permitted by the Authority to use

...exists and said owner must comply with all conditions and restrictions as set entirely at the full discretion of the Authority. No private water source may be developed within the Authority service area (the area within which mandatory connection is required under the applicable municipal code) unless prior written consent of the Authority is obtained and if such private water source is permitted to be developed may only be used and operated as permitted and authorized by the Authority.

Section 2.06: deleted and rewritten: All owners who have a private water source located on their property shall be required to have installed backflow prevention apparatus. Said backflow prevention device or devices that are to be installed shall be such as approved by the Authority and the installation of said device shall be installed as approved by the Authority. Each owner shall have said backflow preventer inspected on an annual basis or on a more frequent basis if circumstances are deemed to be warranted by the Authority in order to confirm the proper functioning of said backflow preventer and to assure the safety of the water system. Said inspections shall be completed at the sole cost of said owner and by inspectors as approved by the Authority. The owner shall provide written test results of the backflow preventers to the Authority on forms provided by the Authority within twenty-four (24) hours of the completion of the testing.

Section 2.07: added: Any violation of the condition or rule associated with the ownership of a private water system or any cross contamination or failure to permit inspection shall result in full actions of the Authority and /-or Township due to the violation of the rules and regulations and further the Authority shall be permitted to seek the complete closure or abandonment of any private water system that is located on said property. The Authority shall also be permitted to receive from the Owner the full reimbursement for any cost incurred or for any damage associated to the violation concerning private water systems including any damages for any cross contamination or any costs incurred by the Authority in the abandonment of any private water system.

Existing Section 2.07 renumbered to 2.08

Existing Section 2.08 renumbered to 2.09

Existing Section 2.09 renumbered to 2.10

Existing Section 2.10 renumbered to 2.11

Existing Section 2.11 renumbered to 2.12

Existing Section 2.12 renumbered to 2.13

Existing Section 2.13 renumbered to 2.14

Under Article IV Discontinuance of Service

Section 4.01

I: add: ...Authority or the Wysox Township ordinance

J. add: ...of these rules and regulations or any

K add: ...facilities, backflow preventers, piping, connections on

Add L. Failure to properly maintain and complete required inspections on any backflow prevention devices.

Add M. Allowing any cross contamination of a private water source with the Wysox Township Water System.

Add N. Allowing or causing any contamination of the Wysox Township Water System.

Under Article VIII Violations And Penalties:

Section 8.01 add: The Authority is further permitted to properly seek penalties for any violation of these Rules and Regulations consistent with the penalties as contained within the Wysox Township Ordinance concerning the connection and use of the Wysox Township Water System.

Add Section 8.02 The Authority may seek the reimbursement of any costs or damages incurred for any violation to these Rules and Regulations including but not limited to any damages done to

August 17, 2018

the water system, any amounts or damages incurred for any contamination or cross contamination, any costs of inspections, any costs incurred for enforcement, and any costs for any damages to any person or property that results as a result of any violation of any Rule or Regulation.

Add Section 8.03 The Authority is permitted to file a lien against the Owner for any violation of any of these Rules and Regulations or for the failure to pay any cost or damage incurred or any amounts owed for the use of the Water System.

Add Section 8.04 The Authority shall also be permitted to seek civil penalties for any violation of these Rules and Regulations not to exceed Six Hundred Dollars (\$600.00) per violation for each day of violation. Every day that the violation remains shall be considered a separate violation and occurrence in order to seek civil penalties of Six Hundred Dollars (\$600.00) per day.

Add Section 8.05 The Authority shall also be permitted to seek the assessment of any court costs and reasonable attorney fees incurred in any enforcement proceedings.

Mr. Jones stated that the Township should adopt similar ordinance that mirrors our rule and regulations; Mr. Jones stated that Mr. Foster and him discussed this already. The Township ordinance would be adopted then the rules and regulations would be adopted by the Authority.

The Board discussed the initial inspections and if they documented the private water source correctly; Ms. Maynard stated there is some discrepancy on who kept their private water source. Inspections will have to be done.

Budget:

Mr. Them is questioning the transfer of monies from water to sewer on the budget lines he has discussed this with Mr. DeNault as he thinks it needs to be recorded differently.

Fire Hydrants:

Mr. Cassanave stated that Mr. Barnes requested a copy of the as built to have an electronic record of where fire hydrants are located for the Wysox Fire Department, Mr. Cassanave explained to Mr. Barnes that he needed to get permission from the Authority to release that information to him. Mr. Henson made a motion to have Mr. Cassanave provide a copy of our as built to provide locations of the fire hydrants in Wysox to Mr. Barnes, Mr. Them seconded, approved.

Adjournment:

As there was nothing further to discuss, the meeting was adjourned at 11:43 a.m. on a motion made by Mr. Henson.

Respectfully Submitted,
April Maynard
Towanda Borough

WYSOX TOWNSHIP MUNICIPAL AUTHORITY

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

ABSENT: Tina Pickett

OTHERS: Chris Jones – Solicitor; Chad Strickland - Superintendent

VISITORS: Amanda Boyer – Bradford County Grants Coordinator

Visitor:

Ms. Boyer stated the CDBG Grant we were awarded will be used for other agencies; they can no longer hold onto the funds.

Minutes:

The minutes from the meeting held on August 17, 2018 were approved as written on a motion made by Mr. Isaac and seconded by Mr. Henson, approved.

Bills:

The following bills were approved for payment on a motion made by Mr. Henson and seconded by Mr. Isaac, approved. Mr. Isaac asked for the explanation of contracted services; Mr. Strickland explained that is for the man hours for call outs, 811 calls, mowing, and maintenance. Mr. Strickland stated that the reason PS 1 electric has increased was due to the infiltration increase from the rain in August.

Wysox Operating Fund List of Bills:	September 2018	Amount:
TMA	WWTP 2008 Penn vest Payment- 9/18	\$ 2,378.13
TMA	WWTP 2008 Penn vest Into – 9/18	\$ 731.20
TMA	Administrative cost- 9/18	\$ 2,103.67
TMA	Sewer Flows (Aug)	\$ 20,479.16
TMA	Contracted Services	\$ 5,011.28
Frontier	Telephone – 6 Invoices	\$ 287.42
TMA	Penelec P.S.1,2,4,5,6,7	\$ 889.08
Penelec	P.S 1	\$ 527.51
TOTAL:		\$32,407.45

Wysox Water Operating List of Bills:	September 2018	Amount:
TMA	Water (Aug)	\$ 14,213.08
TMA	Contracted Services	\$ 4,036.25
TMA	Penelec P.S.	\$ 548.65
TMA	Meter Vault	\$ 45.32
TMA	Penelec Tank	\$ 34.35
TMA	AT & T scada	\$ 111.09
TMA	Lab	\$ 30.00

TOTALS:		\$19,018.74

Executive Session:

The Board entered into executive session at 09:42 A.M. and remained in session until 10:50 A.M. in reference to water and sewer regulations and enforcement.

Mr. Strickland requested a list of the original customer in which we are responsible to maintain the grinder pumps. Mr. Jones said he could look them up but if we have means in which to do them ourselves (Landex); Mr. Jones stated he would talk to Mr. Lane about having access for the Borough to that resource.

Mr. Strickland asked if he should inform the Wysox Children Center that we will not be purchasing a secondary grinder pump; the Board agreed we would not.

Superintendent:

Mr. Strickland asked if the Wysox Township Municipal Authority is aware that the fire department is filling their tankers off the hydrants in Wysox. Mr. Them stated he will inform the fire department that they are not following procedure in pulling water from the hydrants and they have an account set up at the Towanda bulk water station. Mr. Williams explained since it is unmetered water WTMA is being billed for them pulling water.

The Board stated Mr. Strickland will have to send certified letters to our grinder pump customers once we find the accounts in which we are to maintain grinder pumps the others will be sent a letter on who to contact for maintenance.

Budget:

Mr. Them stated that due to and from water is still not being reported correctly it should be fixed on next month's budget report as he spoke with both Susan and Mr. DeNault in reference to reporting this differently as is neither a revenue nor expense. Mr. Them also explained the tap in fees is reporting income for deposits made for the purchase of equipment (grinder pumps and meter pits) and thinks that that should be reported differently as we purchase the equipment with the deposits made from the customer so it is basically a wash. We are \$18,000.00 behind currently and we budgeted a \$54,000.00 loss because we thought we could sustain that loss; we do have the First Citizens bank note and Mr. Them was also reminded about the semiannual M & T sewer payment.

He thinks he will start the 2019 budget in January after all the expenses for 2018 are done.

Customer Concern:

Ms. Wolfe sent a letter into the Board requesting additional discount; Ms. Wolfe was discounted the sewer for her leak; the Board agreed that she has been given the discount as have other customers have had in the past. Ms. Maynard will write a letter to Ms. Wolfe explaining she is responsible for the balance on the account; she was also not charged penalties on the past due balance.

Ms. Wheeler requested if WTMA would assist her in finding her leak at the Wysox Motel and Mobile Home Park; after Board discussion it was determined that we would not be in the business of leak detection on private lines due to the liability that may arise. Ms. Maynard will contact Ms. Wheeler and inform her to contact either Stiffler McGraw or Hunt Engineering to seek plumbers or companies who can further assist her.

Mr. Henson:

Mr. Henson stated there is a webinar next week on the art and science of rate making it is an hour long webinar Thursday the 27th; Mr. Henson is unable to schedule the webinar and wanted to know if any of the Board Members would like to listen to it.

Mr. Henson mentioned that Penn Dot was improving the flow of rain water along Lake Road and by our pump station they trenched by our hydrant and he is concerned that they may have created a problem come winter; Mr. Strickland will go take a look at that.

Attorney:

Mr. Jones stated that Mr. Baker has not come back to him on the easement request from last month; Mr. Strickland stated that Mr. Lane, Mr. Baker and Mr. Place worked out an agreement.

Delinquent List:

Mr. Them questioned the balance on our delinquent list; Ms. Maynard stated that it is high but the Bradford Towne Center did not pay last month's billing; they will be contacted if they miss this month's billing for payment. Mr. Williams mentioned Quick & Jennings; Ms. Maynard stated that someone not from the Authority turned on the water and once discovered it was shut off but not before a high amount of usage, so something was running in the building; this was explained to Mr. Jennings and to his attorney Mr. Pruyne; since no one will admit that the water was turned back on at the manhole we do not know what was running at the property to cause the increase on the already delinquent billing. Mr. Jones will look into the property to verify a lien is filed.

Mr. Jones also mentioned that the 30 day intent to lien letter has been sent to Mr. Williams and Mr. & Ms. Spencer.

Adjournment:

As there was nothing further to discuss, the meeting was adjourned at 11:37 A.M. on a motion made by Mr. Henson.

Respectfully Submitted,

April Maynard

Towanda Borough

WYSOX TOWNSHIP MUNICIPAL AUTHORITY

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

ABSENT:

OTHERS: Chris Jones – Solicitor; Chad Strickland - Superintendent

VISITORS: Tom Franklin – Bradford County Fireman’s Association; Jon Kulick – Wysox Township Manager

Visitor:

Mr. Franklin stated they are planning on putting up a training facility behind the ball fields in Wysox. Mr. Franklin wanted a fire hydrant placed on the property. Mr. Franklin stated they are looking to have the facility built in June. Mr. Isaac asked Mr. Franklin who would be paying for the water, Mr. Franklin did not know.

The Board later discussed the facility; the Board questioned if this has come to the attention of the Bradford County Planning Commission. Mr. Williams stated that the hydrant would need to be metered and the line and hydrant needs to be paid for not at the expense of the Authority. Mr. Isaac concurred and stated he is for the facility if they bear the cost of construction of the water line and pay for the water they use.

Superintendent:

Mr. Strickland stated that Mr. Sluyter has been looking up the properties to find the grinder pump customers in which we are responsible for maintenance he will send a letter to the other customers once we have a list; he will inform the Board before the letters are sent out.

Mr. Henson asked if there is anything different in the bills; Mr. Strickland stated we do have the grinder pumps purchased for Murphy and Baker, but we did take a deposit and will balance bill once the final numbers are calculated. Mr. Williams asked if we sent the bills for the Bridge crossing for water and sewer on Route 187 to Panda for reimbursement; Mr. Strickland was not aware that they were to be sent to them and Mr. Jones stated he will research to verify that is correct.

Minutes:

The minutes from the meeting held on September 21, 2018 were approved as written on a motion made by Mr. Isaac and seconded by Mr. Henson, approved.

Bills:

The following bills were approved for payment on a motion made by Mr. Henson and seconded by Mr. Isaac, approved. Mr. Them made a motion to move \$30,000.00 from water operating to sewer operating to cover expenses. Mr. Them mentioned that Panda is behind in payments. Mr. Them stated he will come in next week and speak with Susan in reference to sewer balance.

Wysox Operating Fund List of Bills:	October 2018	Amount:
TMA	WWTP 2008 Penn vest Payment- 10/18	\$ 2,383.19
TMA	WWTP 2008 Penn vest Into –10/18	\$ 726.14
TMA	Administrative cost- 10/18	\$ 2,103.67
TMA	Sewer Flows (Sept)	\$ 20,341.91

TMA	Contracted Services	\$ 5,695.38
Frontier	Telephone – 6 Invoices	\$ 287.31
TMA	Penelec P.S. 4,5	\$ 266.48
Penelec	P.S 1,2,6,7	\$ 1,154.92
TMA	M & T Note A Principal	\$ 14,067.53
TMA	M & T Note A Interest	\$ 12,871.47
TMA	M & T Note B Principal	\$ 1,815.63
TMA	M & T Note B Interest	\$ 1,581.37
Horton Electric	County Club Repair Myers Pump	\$ 989.00
Mid Atlantic Pump	Submersible Pump Baker/Murphy, Grinder pump stock, Basin Lid	\$ 9,478.00
GDDJ	Larry Williams delinquent Account	\$ 40.00
PennDot	Bridge Sewage Line Occupancy Rte 187	\$ 500.00
PennDot	Bridge Sewer Line Occupancy Veterans Bridge	\$ 710.00
Global	P.S. 5 power cord	\$ 16.49
GDDJ	Meeting prep July-Sept, Oct Rules & Regulations Revisions	\$ 1,050.00
TOTAL:		\$76,078.49

Wysox Water Operating List of Bills:	October 2018	Amount:
TMA	Water (Sept)	\$ 9,134.25
TMA	Contracted Services	\$ 4,858.38
TMA	Penelec P.S.	\$ 597.98
TMA	Meter Vault	\$ 45.98
TMA	Penelec Tank	\$ 36.12
TMA	AT & T scada	\$ 111.09
Fairway Labs	Lab	\$ 15.00
PennDot	Bridge Water Line Occupancy Rte 187	\$ 1,280.00
GDDJ	Meeting July-Sept, Aug - Oct Rules & Regulations Revisions	\$ 1,785.00
TOTALS:		\$17,863.80

Attorney:

Mr. Jones asked Mr. Them what the Township did with the Water Ordinance in their most recent meeting; Mr. Them stated they are waiting to verify that the Township and Authority are on the same mindset when it comes to the regulations; Mr. Jones stated he thinks the Authority is ready to move forward on passing a resolution on the changes to the water; he spoke with Mr. Foster last week.

Mr. Jones presented the Rules and Regulations for Water Use he went over the changes that the Board had discussed in prior meetings. Mr. Jones discussed the changes and suggested the Board approve the resolution and the Township will approve the ordinance in a future meeting so that we may start to enforce the new regulations when it comes to private water sources and those customers not yet connected to the water.

October 19, 2018

Mr. Henson asked about the people at the lake who withdraw water from the lake itself; Mr. Jones stated the water is not to enter the residence with the current changes. Mr. Williams stated a double back flow preventer had to be installed for the properties keeping a private water source; Ms. Maynard and Mr. Strickland were going to research paperwork to find the inspection sheets to find out our customers with the testable backflow preventers.

Mr. Henson asked we define private water source. Ms. Pickett asked if we were to approve this resolution today; Mr. Jones stated it was his intention. Mr. Them suggested that a private water source be defined and that we change section 2.06 he suggests Mr. Jones speak with Mr. Cassanave and Mr. Foster to again reinforce the resolution. Mr. Them wants this approved by WTMA first before it goes to the Township. Mr. Jones stated the Board read the new resolution and contact him with questions/changes prior to next month's meeting.

Mr. Jones presented the sewer resolution that will mirror some of TMA's rules and regulations. The correction will be "Building Sewer" shall mean that sewer extension from the sewage drainage systems of any structure to the lateral curb box, clean out or some other point of connection as determined exclusively by the Authority; this is defining what our lateral is. Section 2.03B Said connection fee shall be based upon the actual cost of construction of each lateral.

7.01 Change from person to owner and defined applying for and obtaining a permit in writing.

7.03 Changed wording from secretary of the Authority to Authority. E & F were added to define building sewer to specifications of the Authority; no connections without obtained written approval of the Authority.

7.04 Each improved property shall be connected separately; multiple use improved properties shall only be allowed one building sewer only under special circumstances and permission of the Authority.

7.05 All costs and expenses of the sewer connections shall be borne by the owner.

Mr. Jones stated that Mr. Cassanave will be reviewing the industrial waste section along with TMA's rules and regulations.

Mr. Henson made a motion to approve resolution 1-2018 Resolution For User Charge System And Rules And Regulations For Sewer Use omitting the word Authority in Section 2.03B, Mr. Isaac seconded, approved.

Customer Concern:

Ms. Wolfe sent a letter of thanks for giving her the discount on her sewer for her leak.

Adjournment:

As there was nothing further to discuss, the meeting was adjourned at 11:25 A.M. on a motion made by Mr. Henson.

Respectfully Submitted,
Diane Kulick
Towanda Borough

WYSOX TOWNSHIP MUNICIPAL AUTHORITY

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

ABSENT: Tina Pickett

OTHERS: Chris Jones – Solicitor; Chad Strickland - Superintendent

VISITORS:

Visitor:

None

Minutes:

The minutes from the meeting held on October 19, 2018 were approved as written on a motion made by Mr. Isaac and seconded by Mr. Them, approved.

Bills:

The following bills for November and December were approved for payment on a motion made by Mr. Them and seconded by Mr. Isaac, approved. Mr. Them made a motion to move \$25,000.00 from water operating to sewer operating to cover expenses for December bills, Mr. Isaac seconded, approved.

Wysox Operating Fund List of Bills:	November 2018	Amount:
TMA	WWTP 2008 Penn vest Payment- 11/18	\$ 2,388.27
TMA	WWTP 2008 Penn vest Into –11/18	\$ 721.06
TMA	Administrative cost- 11/18	\$ 2,103.67
TMA	Sewer Flows (Oct)	\$ 20,830.89
TMA	Contracted Services	\$ 5,872.21
Frontier	Telephone	\$ 291.03
TMA	Sensus USA	\$ 487.48
Penelec	P.S 2,4,5,6,7	\$ 646.23
TMA	Power System Electric	\$ 285.32
TMA	Mid Atlantic Pump (Basin Package)	\$ 1,155.00
TMA	ABB	\$ 340.00
TMA	Areys	\$ 46.53
Postmaster	PO Box fee	\$ 31.00
GDDJ	June 15 – Oct 18 th services	\$ 1,050.00
TOTAL:		\$36,248.69

Wysox Operating Fund List of Bills:	December 2018	Amount:
TMA	WWTP 2008 Penn vest Payment- 12/18	\$ 2,393.36
TMA	WWTP 2008 Penn vest Into –12/18	\$ 715.98
TMA	Administrative cost- 12/18	\$ 2,103.67
TMA	Sewer Flows (Nov)	\$ 23,111.44

December 21, 2018

TMA	Contracted Services	\$ 2,691.09
Frontier	Telephone – 6 Invoices	\$ 292.22
TMA	Penelec P.S. 1,2,4,5,6,7	\$ 1,366.77
Penelec	P.S 1,4,5	\$ 836.75
Stiffler McGraw	Inv 106 Sewer Regulations Revision	\$ 625.25
Mid Atlantic Pump	VS20-21 Pump & Reuter Grinder Basin setup	\$ 6,202.00
Craft Corners	1153 Golden Mile Rd – Customer Refund	\$ 16.42
TOTAL:		\$40,354.95

Wysox Water Operating List of Bills:	November 2018	Amount:
TMA	Water (Oct)	\$ 9,876.41
TMA	Contracted Services	\$ 6,742.01
TMA	Penelec P.S.	\$ 472.14
TMA	Meter Vault	\$ 37.04
TMA	Penelec Tank	\$ 34.74
TMA	AT & T scada	\$ 111.09
TMA	Lab	\$ 15.00
TMA	Sensus	\$ 487.48
GDDJ	June 15 – Oct 18 Services	\$ 1,785.00
Postmaster	PO Box fee	\$ 31.00
TOTALS:		\$19,591.91

Wysox Water Operating List of Bills:	December 2018	Amount:
TMA	Water (Nov)	\$ 10,468.36
TMA	Contracted Services	\$ 2,238.24
TMA	Penelec P.S.	\$ 501.00
TMA	Meter Vault	\$ 36.50
TMA	Penelec Tank	\$ 38.48
TMA	AT & T scada	\$ 111.09
Shenia Leljedal	48 Burgess Dr customer refund	\$ 70.00
Diane & Robin Turner	417 Hillside Dr customer refund	\$ 49.96
Fairway Labs	Invoices	\$ 60.00
Stiffler McGraw	INV 106 & 107 Water system regulations	\$ 608.00
Penelec	PS 2,3	\$ 680.96
TOTALS:		\$14,862.59

Budget:

Mr. Them discussed the current standing of the budget and hopes to have the 2019 Budget to present at next month's meeting. Mr. Them questioned the reimbursement line we have for tap

in fees and new connections both Mr. Strickland and Mr. Them agree that customer reimbursement for purchase of equipment needs recorded in a separate line.

Stiffler McGraw:

Mr. Williams presented the 2019 engineer agreement with Stiffler McGraw; Mr. Isaac made a motion to sign the 2019 Engineer Services Agreement with Stiffler McGraw, seconded by Mr. Henson, approved.

Attorney:

Mr. Jones presented the Resolution for the Rules and Regulations for Water Use; Mr. Jones stated he did not hear any other changes or questions to the resolution that Mr. Foster, Mr. Cassanave and himself worked on with feedback from the Board during the last several months; Mr. Henson asked if indoor plumbing that is fed from a private water source is in a residence how much time will the homeowner be given to remove the plumbing; Mr. Strickland asked if the time is put in the rules and regulations; Mr. Jones stated we will give customers a time to remove the plumbing it will be on a case by case time limit but not specified in the resolution itself. Mr. Henson asked if annual inspections are specified in the resolution; Mr. Jones stated that after the initial inspection the customers who keep a private water source will be subject to annual inspections. Mr. Them asked who would be doing the annual inspections; Mr. Strickland stated he is getting his backflow prevention testing accreditation so there is an actual requirement for inspection; Mr. Strickland stated we would like to see the Authority have other certified plumbers as well as himself to do the annual inspections. Mr. Henson stated if he has a well on his property he uses to water his lawn is that considered a private water source; yes that is considered a private water source and a testable double back flow preventer should have been installed at the time the property was connected to municipal water.

Mr. Them stated we have the resolution in front of the Authority how we enforce the rules and regulations can be discussed in future meetings; the Wysox Township Board of Supervisors will be approving an ordinance that mirrors the resolution.

Mr. Williams asked for a motion to pass resolution 2-2018 Mr. Them made a motion it was not seconded. Mr. Jones indicated the potential for harm of cross contamination to the water system due to the lack of enforcement of the rules and regulation. Mr. Them stated that the Board members need to discuss the issue they have with the resolution. Mr. Williams stated that the private water source systems were not to be used in a residence for private consumption in the beginning we are enforcing that private water systems are not in the residence/structure that municipal water is supplied. Mr. Isaac asked who is going to enforce the resolution the Township or the Authority; Mr. Williams stated we are the ones to enforce; the Township is just enforcement if we have properties that do not comply. The Board discussed the resolution and enforcement of the resolution; Mr. Them reintroduced the motion to approve resolution 2-2018 Rules and Regulations for Water Use, Mr. Henson seconded, Mr. Henson opposed, motion passed.

Mr. Jones asked if we scan our documents if not we should and place them in a cloud for future reference. Ms. Maynard will discuss that with Mr. Lane.

Superintendent:

Mr. Strickland stated that the Townships new building and OIP are going to be new customers. OIP will need a 6" line bored under route 6; Mr. Strickland stated the Board might want to consider funding the additional cost for a bore of an 8" line for future growth we would be paying for the additional 2". Mr. Henson made a motion to approve the 8" bore.

December 21, 2018

Meetings:

Mr. Henson made a motion to accept and advertise the 2019 meeting dates, Mr. Them seconded, approved.

January 18th February 15th March 15th April 26th May 17th June 21st	July 19th August 16th September 20th October 18th November 15th December 20 th
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Adjournment:

As there was nothing further to discuss, the meeting was adjourned at 10:45 A.M. on a motion made by Mr. Henson.

Respectfully Submitted,
April Maynard
Towanda Borough