

MEETING MINUTES
WYALUSING MUNICIPAL AUTHORITY
50 SENATE STREET
WYALUSING, PA 18853
Regular Meeting –March 12th, 2024

- **Call to Order**

The Wyalusing Municipal Authority held their scheduled monthly meeting on March 12th, 2024, at the Wyalusing Borough Hall. Jeannie Woodruff called the meeting to order at 6:00 pm. The following were in attendance: Ron Masters, Brad Kintner, Heather Vandemark, John Keeney, Doug Eberlin (WMA PM), Steve Campbell (WWTP Operator), and Heather Snyder (Secretary).

Absent: Aaron Woodruff, Brooks Blemle

Liaison: Brooks Blemle

- **Customer Correspondence**

- No Customers Attended

- **Doug Eberlin – Project Manager**

- Regarding Headworks Project, update:
 - i. M.R. Dirt will be awarded Notice to Proceed after funding
- PennVest update:
 - i. Funding has been approved
- New Grant funding:
 - i. Endless Mountain Heritage Grant Workshop
 - ii. Completed a “group” LSA Grant application for vehicle and equipment for \$272,034.00.
 - iii. LSA grants apparently may take 1-1/2 years to review.
- Water meter grant
 - i. Quote to build road, use Steve Kehoe as State Municipality resource \$310,000.
 - ii. If trees come down would be an extra \$20,000
 - iii. Quote for Tank clean out with Tank internal and external inspection from KTA-Taylor Inc. of Pittsburg \$11,450.
 - iv. Quote for tank cleaning exterior and painting \$39,893. Tank needs to be drained by WMA.
 - v. Need to acquire plan/pricing for piping upgrade need for tank to drain and secondary water supply piping needs.
- Easement
 - i. Would recommend accepting the latest proposal for Taylor legal McNeely.
- Water tank work phase outlook (Will be priority as soon as Easement is aligned to.)
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- **Regarding School Well:**
 - i. Meetings should be set up this month with new school Administrators, Superintendent and WMA leadership to review plans going forward of WMA project phases to eliminate confusion.
 - 1. Review completed appraisal and Milnes work completed to date.
 - 2. Look to partner with JHA Companies for next steps.
- Doug Eberlin exited at 6:28 p.m.

- **Approval of Last Meeting's Minutes for February 13th, 2024**
 - Monthly Meeting – Heather Vandemark motioned to pass the minutes. Ron Masters seconded the motion. The motion passed unanimously.

- **Delinquent and Meter Issue List**

The board reviewed the delinquent lists.
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- **Treasury Report**

The Municipal Authority bills were reviewed by the Board. A motion was made by Ron Masters, seconded by Brad Kintner to approve/pay the WMA bills. The motion passed unanimously.

- **Financial Report**

The board reviewed the Financial Reports.

 - PLGIT – transfer made

- **Borough Report**

Heather Snyder acted as Liaison.

- **Sewer Plant Report**

The following comments were presented to the board in the written report prepared by Steve Campbell:

 - Influent Flow: *Flow meter operates sporadically.
 - Effluent Flow: 2,199,900 (75,859 daily average)
 - 12,600 gallons of sludge hauled this month
 - Working on Chapter 94 waste load report has been completed
 - New phone system is tied into the alarm dialer.
 - Working on NPDES permit renewal (expires 2/28/25) which is due September 1st, 2024
 - Coordinating the delivery date of the Lakeside screen unit. At this moment, it is scheduled to be delivered at the end of April.

- On the 28th I had some sort of petroleum product come into the WWTP around 11:00 am. I had some products on hand to treat it, but ordered more from Aquafix to complete the treatment, and to have it on hand for the next time. The plant is recovering nicely, and everything seems to be in check.
- The oil tank has been pumped out and into the new one. I am working on completing the new water line into the building.

- **Water Report**

The following comments were presented to the board in the written report prepared by Steve Campbell:

- 1,986,225 (68,225) gallons pumped from the Ballpark well.
- 14,210 gallons pumped from Welles well.
- We repaired a water lateral to Mike Kilmers house on the 16th. The 2" pvc line broke and had surfaced midway down his driveway. I informed him that we could do the repair, however he would be responsible for the cost. I also told him he could get a contractor to do it as well. He chose to have us do it. We had to dig the curb stop up, as it had been broken off subsurface, however we could not get the valve to move. After gaining access to the valve itself, we were able to get it shut off. We replaced the valve box and repaired the line. There has been a couple breaks on this line in the past and they have all been at the joints. This line is scheduled for 40 pvc with glued joints. Thankfully the pressure on this line is low due to it being the first connection at the top of the hill. I did mention to him that it would be a good idea to look at replacing the entire line at some point as it is really the wrong type of material for a pressurized line. I fully expect there to be more leaks on this line in the future.
- Coordinating the Ballpark well electric service upgrade and well control upgrade this month.
- Planning to possibly replace a hydrant or two on the Welles water system side sometime in the summer. We currently have four hydrants on that side, and three do not work. This is limiting my ability to properly flush the water mains. I added a blowoff hydrant to the 1 ½" line feeding PS Bank, when we fixed the water main break in December. This will allow me to flush the line feeding the plaza and bank properly.
- I will need to purchase a barrel dolly for use at the well house when unloading chemicals from the carrier. They are no longer responsible for the chemicals once they are off the truck.
- Working on Chapter 110 Primary and Sub facility reports.
- Working on the Lead Service Line Inventory and replacing meters.

- **New Business:**

- Fee (Water / Sewer & Tapping) – will remain the same
- WMA Customer Letter Results – customers are signing up for Bank Drafts
- Heather's days off – March 14th, March 19th, March 28th & 29th

- **Old Business:**

- PennVest Update – Meeting on 03/06/2024 & 03/27/2024
- PA Small Water Grant – expires 06/30/2024, extension letter sent
- New Billing System – up and running
- Commercial Account Holders – letter is being review from Solicitor Litwin
- Resolutions – still researching, creating digital files, updating binder

- **Executive Session**
 - Employee's Yearly evaluations

- **Adjournment**

The Wyalusing Municipal Authority adjourned the March 12th meeting at 7:23 p.m. Ron Masters made the motion to adjourn, Heather Vandemark seconded. The motion passed unanimously. The next meeting will be held on April 09th, 2024, at 6:00 pm at the Wyalusing Borough Hall.

Respectfully Submitted,

Heather Snyder
Wyalusing Borough Secretary