

MUNICIPAL AUTHORITY OF THE BOROUGH OF MANSFIELD

August 21, 2019

The monthly meeting of the Municipal Authority of the Borough of Mansfield was held on Wednesday, August 21, 2019 in the Council Room of the Municipal Building, Mansfield, Pennsylvania with the following people present:

Gerald Farrer, Chairman
Vaughn Hoyt, V. Chairman
Deb Colegrove, Secretary
Barbara Carleton, Treasurer
Chad Rugar, Assistant Secretary-Treasurer

Taylor Route – Administrative Assistant
Rich Correll – Working Foreman
Terra Koernig – Solicitor

Visitors: There were no visitors

Farrer called the meeting to order at 9:58 a.m.

Visitors Comments:

There were no visitor comments.

The minutes of the regular meeting held on July 17, 2019, treasurer's report, bills paid report, and Administrative report were reviewed. Hoyt made a motion to approve the minutes, treasurer's report, bills paid report and administrative report. Colegrove seconded the motion and the reports were approved.

Administrative Report:

Month End

- ❖ Month end statements were completed

Past Due Notices

- ❖ 48 past due notices were prepared and mailed on overdue accounts.

Meter Reading

- ❖ The interrogators were loaded on August 12, 2019 for the guys to start reading.

Billing

- ❖ The billing was completed and mailed on 7/23/2019.

Miscellaneous

- ❖ Lead and Copper sample letters were mailed, and now I'm just waiting on the results to notify those customers of the results.

Working Foreman Report:

- ❖ Water plant:

Mag Meter Replacement:

After ordering and the Mag Meter, the replacement was performed, and now allows the Cla-Val to be communicated with to be in normal operation now. The tap of the wells line coming into the plant for the conductivity meter was performed as well. The monitoring inlet for Raw Line will be worked on before the installation of the probe and conductivity meter.

The boom mower was delivered, but during the cleaning of the property, a knife was lost and it caused damage to the mower itself and couldn't be safely operated. Once the repairs are made to the mower, it will be delivered to the Water Plant and grooming will continue

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Dane's Landscaping has finished the brush hogging on the Authority Property for the first time for the year, depending on the regrowth, it will be decided later in the year if a second cleaning of the property should be done or not.

Jimmie Joe and I are working on the CMP (Comprehensive Monitoring Plan) to be sent in before August 19th. This plan deals with our source water combinations and categorizes them for usage for water to be able to use throughout the year. I have been in contact with Amy Tull, PADEP to discuss any issues that we may have to be in compliance and have requested an extension for work on the Automatic Shutdown that will be required for the plant due to the complexity of the electrical work and components that will need to be performed but will not be able to be finished by the deadline date.

I have been in contact with Mike Hale who contacted me about logging off a section of roughly 10 acres. There will be another company in the area and would be a good time to try to get a section done that still has good trees on it.

DISTRIBUTION:

Townview booster pump station:

After the pump skid was delivered, the roof and other construction of the building were put in its final stages. Jimmie Joe and I have been in contact with Harger Construction and Colton, the Project manager. We have the approved extension request from PADEP that was needed due to contractor issues. They were supposed to be beginning the digging of the water lines during the week of 7/29/19. The schedule is for them to begin on August 19th.

A water leak on a Service line was found at Meadow Street Trailer Park Lot #37.

A leak that was the School District's responsibility was repaired next to the Little League Concession Stand, this pipe was said to be leaking since the park was turned on in April.

Old Business: There was no Old Business

New Business:

- A. When discussing who would be willing to attend UUTRA meetings as Mansfield Municipal Representation it was decided that Farrer will attend the next meeting and report back during the next Authority meeting. Based on how the UTTRA meeting goes an Authority member may be asked to attend UTTRA meetings regularly along with our Working Foreman Correll.
- B. A motion was presented by Chad Rupar to allow Mike Hale to set up with a company the logging of roughly 10 acres contingent on the contract price being below \$11,100. If the amount was between \$11,100 and \$20,600 we would entertain three bids, and give the job to the highest responsible bid. In the event that the contract were for more than \$20,600 a formal bid would have to be made. Vaughn Hoyt seconded the motion and it was passed.

Correspondence: There was no new correspondence

Farrer made the motion to adjourn the meeting at 10:25 AM, and the motion was seconded by Carleton.

Respectfully Submitted,

Debra Colegrove
Secretary