

MUNICIPAL AUTHORITY OF THE BOROUGH OF MANSFIELD

May 15, 2019

The monthly meeting of the Municipal Authority of the Borough of Mansfield was held on Wednesday, May 15, 2019 in the Council Room of the Municipal Building, Mansfield, Pennsylvania with the following people present:

Gerald Farrer, Chairman
Barbara Carleton, Treasurer
Chad Rugar, Assistant Secretary-Treasurer

Cassie Cowles – Administrative Assistant
Heath Woolf – Chief Operator
Terra Koernig – Solicitor

Visitors: Jimmie Joe Carl, Authority Engineer

Farrer called the meeting to order at 10:00 a.m.

Visitors Comments:

Jim addressed the board about the Townview project. The board needs to choose colors for a few pieces of the project. The concrete floor will be painted to protect it. The board agreed that grey would be the best color. Blue for the potable water. The siding color will be olive. 4” Corners, trim and soffit will be beige and shingles will be dark brown. The door will be a shade darker of beige than the trim. Jim will check to make sure the beige is available for the corner posts. The interior walls, ceiling and trim will be beige as well. The board suggested possibly placing vinyl around bottom inside the building to keep moisture out and be washable. Jim will research and talk to the contractor regarding these items.

The minutes of the regular meeting held on April 17, 2019, treasurer’s report, bills paid report, and Administrative report were reviewed. Rugar made a motion to approve the minutes, treasurer’s report, bills paid report and administrative report. Carleton seconded the motion and the reports were approved.

Administrative Report:

Month End

- ❖ Month end statements were completed

Reports

- ❖ Monthly DEP Water Reports were completed

Meter Reading

- ❖ The interrogators were loaded on May 10, 2019 for the guys to start reading.

Billing

- ❖ The billing was completed and mailed on 4/26/2019.

Miscellaneous

- ❖ Lynnette and I have been training together.

Chief Operator Report:

❖ Water plant:

- Filter #2 pneumatic valve for filter shut down is sticking intermittently. We are attempting to find a way to repair/rebuild the valve, but it is obsolete.
- The game commission contacted us about property damage by vehicles on a neighboring property. The vehicles gained access through our property with some soil disturbance.
- DEP is requiring a CMP (comprehensive monitoring plan) which affects all available water sources. The sources need to be designated as: Permanent, Reserve, and Emergency. Depending on the classification each source will require different monitoring requirements and approvals before use.

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❖ Distribution:

- Townview booster station project has the foundation and walls installed.
- PennDOT downtown project is moving forward with planning. The water mains in the project area are some of the oldest in our system, so this will be an opportunity to cooperate with them for our mutual benefit.
- The St. James apartment complex, known as the Bridge housing project, is in the planning stages through Larson Design Group. It will be a renovation of the existing structures, and require a fire sprinkler system. Hydrant flow tests are scheduled for 5/14/2019.
- 32 / 36 North Main Street had a water leak on their service line just after the curb stop. The leak was estimated to be 30,000 gallons per day for 2 weeks, but the amount of wear on the fittings indicates that it has been ongoing for a long time. The repairs were made by the owner within several days of it being identified.

❖ Miscellaneous:

- The town swimming pool is currently drained for maintenance and once repairs are complete it will be refilled at a rate of approximately 50,000 gallons per day.

Old Business:

- A. The board made a correction to the Ad Hoc Committee Members, Vaughn Hoyt will replace Barbara Carleton on the board. Chad Rugar and Vaughn Hoyt will serve on the committee with the individuals from council.
- B. Cowles updated the board on the Working Foreman position. The Working Foreman MOU from Teamsters was approved and Richard Correll was accepted for the position. He will begin the new position on Monday, May 20, 2019.

New Business:

- A. Carleton made the motion to approve hiring Taylor Route for the Administrative Assistant Position, Rugar seconded the motion and it passed.
- B. Carleton made a motion to approve the one time reduction request for Kimberly Johnson at 105 Meadow Street, Lot 14. The water portion of the bill will be reduced by \$54.00. Rugar seconded the motion and it was approved.

Correspondence: Letter from Tioga County Planning Commission

Farrer called the meeting into executive session at 10:58 am to discuss legal issues. The meeting reconvened at 10:59 am.

Rugar made the motion to adjourn the meeting at 11:00 AM.

Respectfully Submitted,

Chad Rugar
Assistant Secretary-Treasurer