

## MUNICIPAL AUTHORITY OF THE BOROUGH OF MANSFIELD

May 15, 2024

The monthly meeting of the Municipal Authority of the Borough of Mansfield was held on Wednesday, May 15, 2024 in the Council Room of the Municipal Building, Mansfield, Pennsylvania with the following people present:

Vaughn Hoyt, Chairman  
Chad Rugar, Vice-Chairman  
Barbara Carleton, Treasurer  
Gerald Farrer, Secretary

Casandra Cowles, Administrative Assistant/Secretary-Treasurer  
Christopher McGann, Borough Manager  
Terra Koernig, Solicitor

**Absent:** Kevin Green, Assistant Secretary-Treasurer

**Visitors:** Cheryl Clarke, Wellsboro Gazette  
Brad Lawton, Commonwealth University

**Residents:** Kathy Barrett, Dan Styborski, Joanne Butters, Gary Butters

**Employees:** Steven Sargent, Amanda Adams

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

Hoyt called for recognition of visitors:

Brad Lawton of Commonwealth University discussed with the board the possibility of them eventually assuming control of the university's water system, a process he estimated would take about five years. Manager McGann is set to meet with university representatives to discuss logistics before reporting back to the board.

Dan Styborski expressed concerns regarding fluoride. He expressed that the online fluoride survey was inadequate and expressed hope that it would not solely influence the fluoridation decision. He also endorsed Dr. Koury's email, emphasizing the importance of careful consideration in the decision-making process.

The minutes of the regular meeting held on April 17, 2024 were reviewed. Farrer made a motion to approve the minutes. Carleton seconded the motion and the minutes were approved. Rugar made a motion to approve the 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 and reports were completed for April.

#### **Monthly Reports:**

I completed and submitted the monthly DEP Water Reports for April

The meter readers were loaded on May 10th, for the operators to start reading on 13<sup>th</sup>.

The billing was completed and the bills were mailed on April 29th.

#### **Misc.:**

There were 44 termination notices mailed.

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I have spent a lot of time working in the Rave call out system setting up blocks of customers. This will hopefully make it quicker and easier to send out water interruption/boil notifications.

## **Borough Managers Report:**

### **Action Items**

**Unfinished: South Main Street retainer agreement** – Any action on this item can be tabled for now. The Richmond Township Board of Supervisors recently voted on an option that does not include sidewalks on South Main Street. This will change the impacts to the water system. I do not expect to receive new plans until sometime in June, at which point I will be better able to discuss potential costs and impacts.

**Unfinished: Fluoride** – This action item would be to either move forward with fluoridation or de-fluoridation.

**St. James pay application #3** – The third pay application for the St. James Street project amounts to 251,233.56. In addition, there is a payment owned to Hunt for their engineering services. This invoice totals \$5,592.45.

**St. James Street change orders** – There were two on-site change orders recently. They amount to: Additional tree removal (33% of actual cost as borough approved the balance): \$765.90. Change valve sizes (4" valve planned, but 8" valve needed at College Ave.): \$776. Hunt Engineering recommends approval of both items.

### **Generator maintenance proposal –**

Unit	Hughes	Cleveland	Accurate
Water plant	\$617.87	\$1,510	\$319 + \$100
Well House	\$617.87	\$669	\$299 + \$100
Townview	\$362	N/A	\$239 + \$100

Cleveland Brothers did not quote Townview because it is not on their current maintenance list. The additional \$100 is an optional remote monitoring service. If this option is selected, there would also be a one-time fee of \$299 for installation of a cell modem.

**Pump purchase** – Our lead operator has requested the purchase of two pumps:

Back up pump for wells 1 or 2: \$5,437.80

Pump for well 3: \$2,786

Currently, we only have one back up pump for wells 1 and 2. This unit would be a second back up in case both pumps would fail at the same time. The pump for well 3 is needed now and would be installed immediately.

**Gas lease proposal** – Per my email of May 7, Seneca has sent over a proposed mineral rights lease for some property in the watershed. The paid up price is substantial. We may want to have an executive session to review this item.

### **Informational Items:**

**Lead and Copper Inventory** – We have a hard deadline of October, 2024 to produce an inventory, even if some of the lines are listed as "unknown." At this point, I have met with PA Rural Water for help with the spreadsheet. Cassie has offered to help with inputting the service addresses and Amanda has volunteered to help with the actual inventory. At this point, I do not feel it is necessary to hire outside help.

**Water treatment plant roof** – With everything else going on, I have not had the time to focus on this. My goal is to have some proposals for the June meeting. I did attempt to reach out to a couple of commercial contractors with no success.

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St. James project update – JL Watts is currently installing the water mains. They started at Route 6 and worked south. Currently, they are past First Street. Some highlights of the work:

- The contractors accidentally hit two service lines. They are working next to the existing main. In these two spots, the service lines were “looped” in such a way that the lines were in the ditch. Both service lines were quickly repaired.
- A leak was discovered at 128 St. James Street. The corp stop was so old that it was failing. The compacted soil was the only thing holding the corp stop in place and the soil disturbance finally knocked the corp stop loose.
- One boil order was issued for the northern section of the project. A second boil order was planned for the middle section, but later lifted as unnecessary. Another boil order will likely be necessary in the southern section.
- By all indications, JL Watts’ crew are good to work with and very responsive to public concerns.

**Main Street/Route 6 project** – Steven and I met with the contractors last week. As previously discussed, and approved, there are some water and sewer relocations needed as part of this project. Specifically, water and sewer need to be moved in order to accommodate storm sewer work. This process will result in call-outs for our crew and likely some boil advisories.

### **Old Business:**

- A. Rupar motioned to table the South Main Street retainer agreement with Larson Design Group until more information is obtained from PennDOT. Carleton seconded the motion and it was tabled.
- B. Before proposing the motion on fluoride, Hoyt shared that considerable emotion and thought had been invested in the decision. He believes that choosing to use fluoride should be a personal choice. Carleton mentioned she had consulted with community members, most of whom favored its removal, suggesting that this would also reduce the board's liability and increase safety for employees. Farrer, having researched extensively, noted that the ADA, APA, and CDC all continue to endorse fluoride for its benefits to children's dental health. Rupar acknowledged fluoride's benefits for oral health and, after conducting his own research, suggested that maintaining it in the water supply offers no alternative for those opposed to its use. He advocated for initiating a program to assist those who wish to use fluoride, potentially in collaboration with the PA Oral Health Coalition. Rupar motioned to proceed with the application to eliminate fluoride from the water system's permit and to develop a supplemental program for those desiring fluoride. Carleton seconded the motion, which passed with Farrer's opposing. Rupar emphasized the gravity of the decision, expressing gratitude for community engagement and for the public's contributions at meetings. Joanne Butters thanked the board for their receptiveness to hearing the voices of the community and she also thanked the board for their dedication as volunteers.
- C. Rupar motioned to add setting the meeting date and time to the agenda. Carleton seconded the motion and it was approved.
- D. Rupar motioned to keep the June and July meetings on the same day and time (third Wednesday at 10:00 am) then in July they will make a final decision to set the meeting day and time for the meeting. Farrer seconded the motion and it was approved.

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**New Business:**

- A. Farrer motioned to approve pay application #3 for the St. James Street project in the amount of \$251,233.56 and the pay application for Hunt Engineers for their engineering services on the St. James Street project, in the amount of \$5,592.45. Carleton seconded the motion and it was approved.

Carleton motioned to approve the change orders for the St. James Street project. They were for an additional tree removal at the cost of \$765.90 and a change of valve sizes in the amount of \$776.00. Farrer Seconded the motion and the change order was approved.

- B. Rugar motioned to approve the generator maintenance agreement with Accurate, upon recommendation the recommendation of Hoyt.

The proposal is as follows:

Water plant    \$319 + \$100  
Well House    \$299 + \$100  
Townview      \$239 + \$100

Plus, a one-time fee of \$299 for installation of a cell modem.

Farrer seconded the motion and it passed.

- C. Rugar motioned to approved the purchase of a pump for the well 3 in the amount of \$2786.00 and for Steven to shop around for a more cost effective pump for well 1 and 2, if the cost is under \$5437.80 Steven would have the approval of the board to make the purchase. Carleton seconded the motion and it was approved.

- D. Farrer mentioned that the old leases had no service right clauses. Gary Butters offered to make recommendations on things to look for and research. Rugar stated the board would appreciate any suggestions Gary might have.

Farrer motioned to table the gas lease proposal with Seneca until fully reviewed and more information is obtained from someone that knows about leases. Carleton seconded the motion and it was tabled. Amanda Adams asked if the lease would affect the water shed. Manager McGann stated it would only affect Taylor reservoir.

**Correspondence:** There was no correspondence.

Hoyt called the board into executive session at 10:46 am to discuss legal issues. Regular session of the authority board reconvened at 11:45 am.

Farrer motioned to adjourn the meeting at 11:45 am.

Respectfully Submitted,



Gerald Farrer, Secretary