

## MUNICIPAL AUTHORITY OF THE BOROUGH OF MANSFIELD

June 21, 2023

The monthly meeting of the Municipal Authority of the Borough of Mansfield was held on Wednesday, June 21, 2023 in the Council Room of the Municipal Building, Mansfield, Pennsylvania with the following people present:

Vaughn Hoyt, Chairman  
Chad Rupar, Vice-Chairman  
Barbara Carleton, Treasurer  
Kevin Green, Assistant Secretary-Treasurer

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

**Absent:** Debra Colegrove, Secretary

**Visitors:** There were no visitors.

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

The minutes of the regular meeting held on May 17, 2023, treasurer's report, bills paid report, and administrative report were reviewed. Rupar made a motion to approve the minutes, treasurer's report, bills paid report and administrative report. Green seconded the motion, and the reports were approved.

### **Administrative Report:**

#### **Month End:**

Month end statements and reports were completed for May.

#### **Monthly Reports:**

I completed and submitted the monthly DEP Water Reports for June.

The meter readers were loaded on June 9th, for the guys to start reading on June 13th.

The billing was completed and the bills were mailed on May 26th.

#### **Misc.:**

There were 34 termination notices mailed.

I have completed the annual CCR (Consumer Confidence Report), I sent it to our DEP Sanitarian for review before it is published.

### **Borough Managers Report:**

#### **Action Items:**

**Backup generator** – Back in 2020/2021, DEP approached me concerning the need for some form of auxiliary power for the Townview Booster Station. Per my discussions with the Borough/Authority engineer, this was not required as part of the original construction in 2019, but is now necessary. We have been limping along with an "Uninterrupted System Service Plan" (USSP) indicating that the Authority would rent a generator in the event of a power outage. There are two problems with this:

1. The facility does not have a transfer switch.

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2. Even if it had one, there is no guarantee that we could rent a generator in a timely fashion, especially if an extended outage would happen overnight/weekend/holiday.

After showing the facility to a number of contractors, I have three competing quotes:

Brodrick Hughes Energy - \$9,677

Wellsboro Rental - \$11,969

Mills Electric - \$23,000

It appears that Brodrick is the low bidder. They are also the low bidder on a generator for the Borough building.

**Tapping equipment purchase** – Steven Sargent has requested some tapping equipment in the amount of \$6,251 (see enclosed quote). I saw a demonstration and it seems like it will be useful equipment for tapping into plastic pipes. I have asked Steven to attend to discuss further based on the action and discussion at the May meeting.

**St. James project bid award** – This action will be to award the low bid on the St. James Street reconstruction project. The low bidder was JL Watts Excavating of Mainesburg. The total price for the Authority work is \$1,188,842. I would request approval. Keep in mind that the Authority will also be responsible for a portion of the engineering costs. Additionally, I have been in discussions with the engineer and borough council regarding the possibility of arranging for project oversight. This project is funded by a \$1.7 million loan (interest rate is 1 percent over 20 years) from PennVEST.

**Drought watch** – The Commonwealth is currently under a drought watch, which technically triggers voluntary water reduction provisions, including public notices, under the drought contingency plan. Our operators report normal flows and they have no concerns about the well levels. (If anything, the levels are higher than they were when the watch was issued on Thursday, June 15.) Before we issue any notices, I wanted to run this by the Authority Board. If the drought does persist, it would affect any water sales to the university (see below).

### **Informational Items**

**Water leaks** – The third time was a charm on the Route 6 leak. This leak was accessed and repaired on May 17 with help from Lisowski's. As part of the work, our crew ran the new service line in anticipation of a new water service at the proposed MAC park. Lisowski's also installed the permanent patch at that location as well as on North Main Street (from the Dec. 31 leak) on June 8. Our crews also identified and repaired a leak on Sherwood Street in early June. The leak was on the service line. We do suspect a smaller leak exists on the main line as well and will be checking on that in the near future. Finally, our crews may have discovered a small leak on Mann Street that they are investigating.

**MU interconnect + water sales** – The University contacted me recently to discuss the possibility of supplying water to campus in an emergency. I reviewed some old records and found that previously the Authority annually agreed to provide up to 50,000 gallons of water per day at a cost of \$6 per 1,000 gallons. (The last communication I found was dated in 2016.) At this time, our operators will be working with the university to verify that the interconnect does function and that the meter operates properly. MU is not concerned right now, but they want to plan for the fall semester. Assuming that all of the mechanics work properly, I will likely be bringing this up for action at the July meeting, possibly with a visit from MU staff. I would point out that this will be a moot point if the drought persists as the contingency plan calls for stopping any water supply to campus.

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**Water plant updates** – Upon a follow up inspection, DEP reported two items that need to be wrapped up in order to finalize the paperwork on this project.

1. Update some monitoring and reporting of turbidity levels. The SCADA company is working on this now.
2. Install a mesh cover on one pipe. That project has been completed.

**SRBC consumptive use mitigation grant** – I have received the grant agreement paperwork for the project, which needs to be signed by July 14. This is the project to do two projects:

1. Tie in the spring house/well house to the SCADA system to remotely monitor those facilities.
2. Launch the district metering to help isolate suspected water leaks.

The 10 percent match of \$13,510.50 would come from the budgeted money for “construction” in both the treatment and distribution systems. Unless there are any objections, I will be signing the grant agreement following the June board meeting.

**Re-permitting well 1** – GeoServices continues their work on this project.

**Old Business:**

A. After showing the facility to a number of contractors, I have three competing quotes:

1. Brodrick Hughes Energy - \$9,677
2. Wellsboro Rental - \$11,969
3. Mills Electric - \$23,000

Green motioned to approve the quote from Brodrick Hughes Energy in the amount of \$9,677. Carleton seconded the motion and it was approved.

B. Green motioned to approve the purchase of tapping equipment from L/B Water in the amount of \$6,251. Rugar seconded the motion and it was approved.

**New Business:**

- A. Green motioned to approve awarding the St. James Street bid in the amount of \$1,188,842 to JL Watts Excavating. Carleton seconded the motion and it was approved.
- B. The board unanimously agreed to McGann posting on the social media page about the current drought watch.
- C. Green motioned to add Resolution 2023-2, Extension of Authority to the agenda. Rugar Seconded the motion and it was approved to add the item to the agenda.  
Green motioned to approve Resolution 2023-2, Extension of the Authority and to authorize the advertising of this Resolution. This resolution would start the process of extending the life of the authority by 50 years. Rugar seconded the motion and it was approved.

**Correspondence:** There were no correspondences.

Green motioned to adjourn the meeting at 10:20 am.

Respectfully Submitted,



Kevin Green

Assistant Secretary-Treasurer