

MUNICIPAL AUTHORITY OF THE BOROUGH OF MANSFIELD

May 17, 2023

The monthly meeting of the Municipal Authority of the Borough of Mansfield was held on Wednesday, May 17, 2023 in the Council Room of the Municipal Building, Mansfield, Pennsylvania with the following people present:

Chad Rugar, Vice-Chairman
Barbara Carleton, Treasurer
Debra Colegrove, Secretary

Cassandra Cowles, Administrative Assistant/Secretary-Treasurer
Terra Koernig, Solicitor

Absent: Vaughn Hoyt, Chairman
Kevin Green, Assistant Secretary-Treasurer
Christopher McGann, Borough Manager

Visitors: There were no visitors.

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

The minutes of the regular meeting held on April 19, 2023, treasurer's report, bills paid report, and Administrative report were reviewed. Carleton 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 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 12th, for the guys to start reading on May 15th.

The billing was completed and the bills were mailed on April 25th.

Misc.:

There were 38 termination notices mailed.

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.
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.

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After showing the facility to a number of contractors, I would like to recommend that the Authority approve a price quote from Wellsboro Equipment in the amount of \$11,969. (I have a recent competing quote of \$23,000 from Mills Electric.) The only item not covered would be any charges related to the connection/metering of the natural gas supply.

Tapping equipment purchase – Steve 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 pipes.

Informational Items

PA House Bill 643 – This bill was introduced earlier this year and is currently in the House Committee on Consumer Protection, Technology and Utilities. If passed in its current form, this bill would require separate metering for every dwelling unit upon the sale of a property. In the technical sense, the municipality would not be permitted to issue an occupancy permit without proof of separate metering. Locally, this would mean that every apartment in an apartment building or every unit in a trailer park would have to be separately metered following a real estate transfer. We do have a number of apartment buildings with one meter for multiple units and the landlord is responsible for the water/sewer bill. HB 643 was introduced after a homeowners association, which had a similar set up, got behind on water bill payments. In that case, the homeowners paid to the HOA, who was supposed to remit payment the local water company. The HOA went bankrupt without getting current on payments and water was shut off to all of the homes covered by the HOA, even though the customers had, in fact, paid their bills.

Water leak – Our crews have been struggling with a small water leak on Route 6 at the site of the former borough building. One of the old service lines sprung a leak of about 10,000 gallons per day. An initial excavation found the leak, which was on an old galvanized line, meaning that the service would have to be shut off at the main. (Any attempt to stop the leak would likely cause further damage to the service line.) We are also aware that the Mansfield Auxiliary Corporation is planning to build a park at that location and will be requesting water service in the near future, so the decision was made to install the new service line. Since our crew would need to access the main (in the middle of Route 6), I made arrangements with a third-party flagger crew for Friday, May 12. That morning/early afternoon, we discovered that there is at least ten inches of concrete under five inches of asphalt and our equipment on site would not be adequate for the job. Another attempt is scheduled for the date of this meeting.

Water plant updates – The final paperwork was submitted to DEP and has been approved. LRM is still working on the final valve installation to comply with NSF requirements, and DEP has set a deadline of July to get that done. The work should be done well ahead of that deadline.

SRBC grant – As I mentioned via email, the Authority has been approved for a Consumptive Use Mitigation grant from the Susquehanna River Basin Commission. This grant, in the amount of \$135,105, will fund the district metering project as well as tying the spring and well facilities into the new SCADA system. A kick off meeting will be scheduled later this summer and I hope to have work underway in the autumn of 2023. Additional information on the various funded projects is available here: <https://www.srbcc.net/our-work/grants/consumptive-use-mitigation-grant-awards-2023.html>

St. James Street project progress – This project is now open for bid on PennBID. A pre-bid meeting will be held on May 24 at 10 a.m. and anyone from the Authority Board is certainly welcome to attend. Work is projected to begin in the fall of 2023 and wrap up in 2024. The Board will be asked to approve the bid at the June meeting.

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PennDOT project cost projections – The PennDOT project is on track to begin in 2024. Our engineers have projected the cost of necessary water line relocations to be \$136,500, but with the cost share, the projected total price to the authority will be \$34,125. This cost will be figured into the 2024 and 2025 budgets once we have a better handle on exactly when the work will be done.

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

Photo of East Wellsboro Street/Route 6 leak:



Old Business: There was no old business.

New Business:

- A. Carleton motioned to table the purchase of a back-up generator for the Townview booster pump station for more quotes, possibly Bing Hughes in Covington would be a good person to contact for a quote. Colegrove seconded the motion and it was tabled.
- B. Colegrove motioned to table the purchase of tapping equipment from L/B Water for more information. Carleton seconded the motion and it was tabled.

Correspondence: There were no correspondences.

Colegrove motioned to adjourn the meeting at 10:09 am.

Respectfully Submitted,



Debra Colegrove
Secretary