

MUNICIPAL AUTHORITY OF THE BOROUGH OF MANSFIELD

November 20, 2019

The monthly meeting of the Municipal Authority of the Borough of Mansfield was held on Wednesday, November 20, 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 10:00 a.m.

Visitors Comments:

There were no visitor comments.

The minutes of the regular meeting held on October 16, 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. Colegrove seconded the motion and the reports were approved.

Administrative Report:

Month End

- ❖ **Month end statements were completed**

Past Due Notices

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

Meter Reading

- ❖ **The interrogators were loaded on November 13, 2019 for the guys to start reading.**

Billing

- ❖ **The billing was completed and mailed on 10/23/2019.**

Miscellaneous

- ❖ **Completed and turned in the 2018 Water Allocation Report**
- ❖ **Put together a spreadsheet on potential rate increases.**
- ❖ **Reached out to surrounding boroughs on their water/sewer rates for a comparison.**

Working Foreman Report:

- ❖ Water plant:

The CMP (Comprehensive Monitoring Plan) was sent in on August 19th. Kevin Borden installed the electrical components for the Automatic Shutdown that is required for the plant. This work was installed on October 30, 2019.

Cryptosporidium Testing:

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The third sample of 24 was taken to Harrisburg. We will be taking 1 sample a month for each source, for two years; giving a total of 24 tests on each source.

I have emailed Larry's Locksmithing to accept the quote for the Water Plant Security system.

DISTRIBUTION:

Townview Booster Pump Station:

Construction Completion documentation letters were sent to PADEP for the booster pump station. We are now awaiting an operation permit from PADEP for the plant to be put into operation and put pressure out into the system. The paving was completed on 10/6/19 and 10/7/19. There was an issue with a homeowner and the sub-contractor on what work was to be performed. This issue has been taken care of for now with a temporary fix, but will need to have a permanent repair in the spring. There is a section of paving near the intersection of Reipple Street and Decker Street that the sub-contractor backed out of doing at the last minute that has also been put on the list for Spring pavement work

Paving Projects

Stuart Lisowski Excavation performed several paving projects around the Borough for several spots for repairing pavement from previous water line repairs.

Adhoc Report:

On Monday November, 11 and the Adhoc committee call a meeting at 7 o'clock to discuss a variety of subjects, such as where we stood on progress from things discussed in the previous meeting. We discussed current issues and The direction for the future that the committee can be utilized for; to create better communication and continuity between the borough council and the water authority in the way that the committee, as was intended to do in its formation. It was a robust meeting with appropriate engagement from everyone. And it is the belief of The committee members from the water authority that there will be many positive outcomes to come from this meeting.

Old Business: There was no Old Business

New Business:

- A. A motion was made by Hoyt to approve ordering the Chlorine Injection replacement from Heritage Environmental at their updated quote. The motion was seconded by Carleton and it was passed.
- B. A motion was made by Hoyt and seconded by Colegrove approving the increase of price per EDU by \$.75, and also increasing the price per thousand by \$.75.
- C. A motion was made by Barb Carleton and seconded by Vaughn Hoyt approving the 2020 Budget subject to the following amendments. The rate increase of \$.75 for both the increase of EDU's and per thousand gallon price effect on income. There will be a line item added under Interfund Operating Transfers for Constuction. Noting a zero for timber sales. Also, noting that line item 448.61 and 449.61 will have the same budgeted amount as last year.

Correspondence: There was no new correspondence

Colegrove made the motion to adjourn the meeting at 10:56 AM, and the motion was seconded by Carleton.

Respectfully Submitted,

Debra Colegrove
Secretary