

REGULAR MEETING BLOSSBURG MUNICIPAL AUTHORITY  
NOVEMBER 5, 2024

The regular meeting of the Blossburg Municipal Authority was held on Tuesday, November 5, 2024 at 7:00 PM in the Council Room.

The following members were present: Chairman M. Stoudt, Vice Chairman J. Bubacz, Jr., Treasurer P. Bauman, Secretary S. Hall, and member F. Wasowicz. Also present was George Lloyd, Borough Manager and L. Lazouras, Recording Secretary.

The Chairman call the meeting to order at 7:00 PM.

Section 1: All reports to be accepted in one motion

A.) MINUTES

The minutes from the 10/1/24 meeting were brought up for discussion. There were no corrections.

B.) TREASURERS REPORT AND BILL PAYMENT

Treasurer P. Bauman read the treasurer's report and bill list. He advised the members the Water Co. big CD matured and have until this Saturday so we will have to decide how to invest. You have 10 days from the maturity date to decide. Pat asked about the bill from Continental Carbon out of Canada, and this was for the media at the R&G Club. The bills from Heidelberg were for the R-8 rip rap for Bellman following Tropical Storm Debby. There is a bill from Keystone Welding for fabricating the aerator for the Gun Club. They really did a great job. We have to purchase flood insurance for the pump house, per RUS. Leesa noted that on the sewer reports for unpaid bills, there were five bills received in December, but not paid until January so there are general journal entries that will show up on the reports monthly, until the next audit is completed. This was for the WWTP project and has to be shown this way since the single audit had to be done for RUS. There being no further discussion on the bills, a motion was made by J. Bubacz, seconded by S. Hall, "That the minutes, treasurer's report, and bill payments be accepted as presented." All in favor.

Section 2: Old Business

A.) WATER UPDATE. SALT WELL 15

Nothing on the well. They worked on Bellman Run Creek and the clay, so we were not running the Bellman filter but have the well running. Dan calculated the amount of water going to town and thinks there is a leak of 15-18,000 gallons between the filter plant and tank. They are checking the meter there. He walked around and found a wet spot on the bank. If they have to dig the line is about 10-12 feet deep. There is a 12" DIP across from Wesneski's on S. Wmsn. and the stream had a lot of water from Tropical Storm Debby, and we had to do work.

B.) DELINQUENTS

The report was in the packets.

C.) INFILTRATION

Insight is in town to tu the sewer line on N. Wmsn. Rd., and started by Kriner's to the Maple Hill Rd. intersection. There was some dirt by Kriner's, but George does not know where it came from. After cleaning the line they will do the liner work.

D.) WATER FUTURE I-99/BUSINESS 15 CORRIDOR

The bids are out and due by 11/22. They are held for 90-120 days while the engineer goes over them. When they started the project, they planned on \$9 million but now the price is probably up to \$15 million. If high, they hope RUS will have more funds available.

E.) CASSELBERRY

He is willing to work on the House/DCNR well, so we will get back to that now that we are at the end of our other projects.

F.) OLD HOSPITAL

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G.) TAYLOR RUN TANK/NEW CHLORINE BUILDING

We are working on the issue with the SCADA and running with the pump. Modem and Matz are to be here next week on Monday and Tuesday. George, Dan, and Chad will also attend since #1 is not working as it should. #3 is fine with no issues. Tension Fence will be working on the fencing around well #1, the building, generator, and LPL gas tank. Mike will be available since there is a lot of conduit there.

H.) NEW STP

It is running well, and Matt is doing a good job. AFT was working on wiring for the chemical and electric line and locations to keep things from freezing in the winter. We need to keep the bugs in there, so they have to get this fixed correctly.

I.) BRAY WTP EVALUATION

They are working on the pall due to backwashing and we might have to look into the traveling bridge again.

J.) BR DAM

S. Bray said we may not need to apply to DEP for a dam permit, which could cost about \$10,000.00, since we are putting new rip rap in and using clay to make a step down system. This will also help fish go up stream, and the water is clean.

K.) PAINT BR TANK

The Chairman talked with Penelec about service there and corrosion control has to be done as the painters will be back before the warranty is up in about a year. They are working with the Forestry Dept. to get the right-of-way for the pole which they want to be off the highway. It would be nice to have the line underground. It was noted that we already have a lease with the State Forestry Dept., and there is a pole further up the hill.

L.) CYBERSECURITY

J. Bubacz said the fourth quarter training is completed. The next will be in January. Congrats to everyone.

M.) GENERATORS

At the Gun Club, the trench was opened up for the gas and electric service, the conduit is in place and the concrete pad was poured this morning. The concrete was covered with a blanket due to the cold weather. They plan to set the generator this Friday morning. They worked inside the building putting in new gear and the wire is 500 MCM which is heavy. S. Bray has been here and will be here when completed. Cummins will be here to start the generator up and make sure all working. Mike estimates it will be a month and a half to be all finished and online. They are finishing painting inside the building. They will pressure wash and paint the doors. Chad cleaned out the gutters today as on the back side they were full of pine trees dropping. The Taylor Run generator is working fine. Mike and Dan discussed putting that on a schedule once a month to see how it runs with a load or offload, per the manufacturer's recommendations. This will also be set up for the Gun Club one.

N.) METERS

O.) FIRE HYDRANT REPLACEMENT-Josh, PD., still trying to locate the driver.

Section 3: New Business

A.) HRG request-No.15 USDA

This is from funding grant money. It includes: 1.) HRG from 8/26-9/29/24 in the amount of \$7,938.84. 2.) Larson Design thru 10/12/24 in the amount of \$3,024.82. The total is \$10,963.66. A motion was made by P. Bauman, seconded by F. Wasowicz, "That we sign Requisition #15 USDA, per their approval." All in favor. S. Hall and J. Bubacz signed the papers.

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There is Change Order # 16, General Construction with no cost time extension but final completion date to 12/6/24 from 11/8/24. Motion made by S. Hall, second P. Bauman, "That we approve this change order." All in favor. There is Change Order # 6-HVAC Construction with no cost time extension, but final completion date extended from 11/8 to 12/6/24. Motion made by J. Bubacz, seconded by S. Hall, "That we approve this change order." All in favor. There is Change Order #12-Electrical Construction with no cost time extension and cost for relocating gas detection monitors damaged by flooding located in the influent pump station. final completion date extended from 11/8 to 1/10/25. Motion made by S. Hall, second F. Wasowicz, "That we approve this change order." All in favor.

B.) REPSOL ROYALTY

#82 was received 10/18/24 and deposited directly into the BWC Royalties MMI. The report was in the packets. The Treasurer transferred all but \$2,000 to avoid a bank charge, to BWC MMI #6018. We are getting less since the market is down.

C.) C&N INTEREST STATEMENTS, CD'S, FCCB

Reports in packets. At C&N in the LPL accounts nothing matures until 4/25. We have \$500,000 in a money market at C&N that is available which we can get into at any time if funds are needed. The Treasurer reported that the FCCB Water Co. big CD #5776 matured 11/2 and we have 10 days to make changes. He talked with Heather at FCCB to see what is available. They have a 12-month CD that pays 4.4%. He asked George what projects are coming up that we would need funds for. George said the new water meter project. J. Bubacz asked about the UTTRA building by our pump house should the project proceed. George said we had agreed to run gas and electricity to it from our building to cut installation costs for them. Once their building is working, it will be only lights and chemicals for them to pay for. The Treasurer suggested that we split the balance in CD #5776 by investing \$500,000 in a new 12-month CD to earn 4.4.%, and the balance plus any earned interest be deposited into the BWC MMI #6018. A motion was made by S. Hall, seconded by F. Wasowicz, "That the Treasurer be authorized to do these transactions." All in favor.

D.) MANAGEMENT AND OPERATIONS AGREEMENT UTTRA

George said he had talked with C. Lantz about this agreement, and he did not see any problems. P. Bauman asked if Lantz also represents UTTRA, and he does. George said this can be taken off the agenda.

E.) PENSION REPORT

The information was given to the members and payment was approved. This can be taken off the agenda.

F.) VEHICLE FOR BOROUGH MANAGER

The Boro is getting a new F550 truck which is at Watson Diesel for adding boxes and a cap to it, which Ray will drive. George will drive the old F550 for now and his old vehicle will be disposed of along with an old pickup and old police car. Next year they will look into getting something for George. The sewer and water funds we had agreed to be used toward a vehicle for George will not be used at this time. This can be taken off the agenda.

G.) STP FLOOD INSURANCE

The pump house must have flood insurance coverage, which is a requirement from RUS, since we had flooding at the pump house on 8/10. An email was sent to the members discussing coverage and costs. We had to check with the Engineer, and he recommends 500/250, due to the cost of the project and the cost to replace. P. Bauman asked if RUS dictated the required amount of coverage, or we could look at lower coverage with a higher deductible. RUS did not dictate the amount but suggested going with the engineer's recommendation. Cannon sent a list of costs and coverages. The coverage will not go into

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effect until after payment is made and 30 days following the receipt. P. Bauman asked about the building, what you see at street level is the first floor but goes two stories underground below the Tioga River. A motion was made by J. Bubacz, seconded by S. Hall, "That we purchase the flood insurance in the amount of \$24,849.00, which is for the building @500,00 with a \$1,250 deductible, and @250,000 for contents with a \$1,250 deductible, for one year. We will review this with the engineer before the year's coverage is up." All in favor. The Chairman said George should tell UTTRA as they might have to face the same cost for their building. George said it is to be next to the trees by the VFW so it might be all right.

H.) AUDIT REPORT

The members were given a copy. The payment was sent to the Forestry Dept. for the annual lease agreement FM-7272. The Chairman thanked George, Pat, and Leesa for working diligently on our finances. There were no findings. A motion was made by P. Bauman, seconded by F. Wasowicz, "That we approve the audit report." All in favor.

Section 4: Borough Manager's Report

A.) A list of items from RUS have to be approved. They are: 1.) Motion to adopt the Grievance Procedure as provided, to be included in the Personnel Handbook and provided to any customer/resident that has a grievance with the Authority. A motion was made by J. Bubacz, seconded by P. Bauman, "That this be adopted." All in favor. 2.) Motion to adopt the Limited English Proficiency Language Access Plan, as provided. Motion made by P. Bauman, seconded by S. Hall, "That this be adopted." All in favor. 3.) Motion to office staff review and complete the Limited English Proficiency 101 course provided by PA. Dept. Human Services. A motion made by P. Bauman, seconded by S. Hall, "That this be adopted." All in favor. 4.) Motion to adopt the Assurance Agreement no discrimination against anyone." Motion by S. Hall, second J. Bubacz, "That this be adopted." All in favor. 5.) Acknowledge and direct the phrase "This Institution is an equal opportunity provider and employer" is included on all business correspondence. A motion made by S. Hall, seconded by P. Bauman, "That this be adopted." All in favor. 6.) Direct the posting of Notice of Available Language Access on the Bulletin Board in lobby, and acknowledge it was provided by the US Dept. of Human Services. Motion made by J. Bubacz, seconded by F. Wasowicz, "That this be done." All in favor. S. Hall asked if Council also has to approve these items, and we think so since the Boro had to back us when we did all the paperwork when we established the loan.

The balance of grant money left over after we pay Insight Pipe for the sewer lines work will be \$677,497.44.

B.) George said we have to buy sewer nitrogen credits this year from Wellsboro. We need 835 credits at \$2.50 per credit for a total of \$2,087.50. The agreement was signed and returned to them. They then submit to DEP for approval. Once approved the check will be sent and copies of the signed documents will be returned to us. Last year we had to buy 2059 credits at the same price for a total of \$5,147.50. We hope this is the last time we will purchase these. The plant has been operating since April, and we are getting the Xylem working. We hope we will also be able to sell credits. A motion was made by P. Bauman, seconded by S. Hall, "That we purchase the credits from Wellsboro." All in favor.

C.) George informed the members that he passed the operators test for the new sewer plant. He got 33 out of 45 questions right for a score of 73%. Matt will need to do this class also. We should ask if the other boys would be interested in getting this type of license. They do get further credits toward the licenses they already have.

There being no further business, the Chairman adjourned the meeting at 8:05 PM on motion of S. Hall, second J. Bubacz. All in favor.

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CHAIRMAN

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SECRETARY