

## November 17, 2022 - Minutes

The Telford Borough Authority Meeting held this date was called to order at 6:00 p.m. by Chairman John Harrell. The following members were in attendance: Dan Cole, Dave Musselman, and Robert Nice. Also present were Solicitor Jim Jacquette, Engineer Patrick DiGangi, Public Works Director Gary Yoder, Interim Manager Cary Vargo, Finance Director Craig Davies, and Recording Secretary Diane Windfelder. In the audience was Dale Nice.

APPROVAL OF MINUTES: Minutes of the October 20, 2022, Authority meeting were approved unanimously (4-0) by a Cole/Musselman motion.

COMMENTS FROM THE AUDIENCE: No comments from the audience

DISCUSSION ITEMS:

1. Hidden Valley Sanitary Sewer Feasibility Study:

Engineer Patrick DiGangi reported that he completed the feasibility study and gave four options for providing sanitary sewer service to the Hidden Valley neighborhood and the surrounding area. These options include two low pressure systems and two gravity systems. All will address the sanitary sewer needs in this area. Mr. DiGangi also reported that there is a grant for this kind of project and recommends that we move forward with the application. After a lengthy it was the consensus of the board to move forward with the low-pressure system that would require the homeowner to own, operate, and maintain the individual sewage grinder pump unit and that would be hooked up to the North Lift Station.

A Nice/Musselman motion carried unanimously (4-0) authorizing the engineer to move forward with the grant application.

2. Budget:

Finance Director Craig Davies gave an overview of the proposed 2023 budget. Mr. Davies is recommending that we increase the water rate to 10 cents per 1,000 gallons and reported that we will be paying on the loan in February 2023 in the amount of \$750,000.00 and will be taking \$400,000.00 out of capital reserve to cover the loan.

Chairman John Harrell would like to see in the proposed budget an increase of 5% for the water and sewer rates and increase the services charges from \$39.00 to \$42.00 per quarter. Mr. Harrell also would like to see the posting, reinstatement, and turn-on charge increase with the proposed budget.

TREASURER'S REPORT: Accepted as presented.

WATER DEPARTMENT REPORT: We received a written report for the file.

COLLECTION REPORT: We received a written report for the file.

WASTEWATER TREATMENT REPORT: We received a written report for the file.

PTWA REPORT: We received a written report for the file.

SOLICITOR'S REPORT: Solicitor Jim Jacquette provided a verbal report.

Solicitor James Jacquette reported that we are currently awaiting the Home Depot escrow funds of \$10,000.00 and the signing of the profession service contract.

ENGINEER'S REPORT: We received a written report for the file.

Patrick DiGangi reported that the WWTF roof is under construction and during the last storm, the roof was not properly secured, and we had leaks in the operator's office and the laboratory where the ceiling tiles had collapsed, and the phone system was damaged. The contract had addressed these issues and have been instructed to repair these items.

MANAGER'S REPORT:

Mr. Vargo reported that he is currently working on the Finance Director replacement.

Mr. Vargo discussed the re-design and upgrade of the Authority's website. He reported that he got a price from Civic Plus in the amount of \$6,500.00 for 2 new websites. After brief discussion, It was the consensus of the Authority to move forward with the design and hosting of the Authority's new website.

OTHER BUSINESS:

Payment of bills and requisitions for the month of October in the amount of \$553,407.50 was approved unanimously (4-0) by a Cole/Nice motion.

PENDING ITEMS:

\*A letter should be sent to all customers on the excess usage list with an explanation as to why TBA is reviewing accounts and announcing a new rate program being considered by TBA. The Solicitor, Engineer, Manager and Chairman will continue to work on this letter.

\*Mr. DiGangi to prepare a proposal with recommendations as to how to improve treatment and flow at the WWTF.

\*Pursue cost information (lease vs. purchase) for generators at TBA's wells; also, research used equipment.

The meeting was adjourned at 8:10 pm by a Coll/Musselman motion.

Respectfully submitted,

David Musselman

Secretary