**SOUTHWEST WARREN COUNTY MUNICIPAL AUTHORITY**

**MEETING MINUTES**

**June 12, 2025**

Being a quorum present, the meeting was called to order by Authority Vice Chairman, Jeremy Nicholson with the Pledge of Allegiance promptly at 7:00 PM in the Tidioute Borough Office located at 129 Main Street. Those in attendance were:

**Jeremy Nicholson, Vice Chairman Robert Konkle**

**David Manning Ryan Williams, Maintenance**

**David Paulmier Amanda Mesel, Borough Manager**

**Public:** Walter Stover, William H. Sheckler Jr. and Chris Morgan were all present for the public.

* Walter Stover addressed the board to announce that he is bringing dock diving on August 11-20, 2025, at the Pennsylvania State Championship Fishing Tournament grounds. Walter would like to use the fire hydrant by the Serviceman’s Corporation building to fill the pool which holds 20,000 gallons of water. Walter stated it was a standard size pool, and he will not be making any money on the event. The Pennsylvania State Championship Fishing Tournament might be able to sell food during the event in the community. The pool will come early so, if need be, it can be filled at nighttime. Public resident Christopher Morgan suggested asking the fire department to pump the water. David Manning suggested that the fire department pumping water from the river would be the best solution.
* William Sheckler was present to represent his son Bill Sheckler from Second Street in regard to the water leak on the property. The water leak is on Chris Morgan’s property along with the curb stop for this property. David Manning explained to Mr. Sheckler that the policy states from the curb stop in is the responsibility of the landowner. Maintenance, Ryan Williams explained to the board how the leak was detected on the property and the testing done to confirm the leak. Ryan Williams also explained what happened when the line was installed about five years ago. Mr. Sheckler stated that Pipe Works had already been to the location and will perform the pressure test. David Manning suggested that a pressure test be done on the while line to determine the leak. Mr. Sheckler addressed the board to ask if they think the service lines should be covered by the water authority. The board agreed that the service lines should not be covered by the water authority. Mr. Sheckler also asked the board why he has to pay for the usage for sewer. Mr. Sheckler believes that is double dipping on the usage. It was explained by David Manning that the customer is charged to process the water going through the sewage. After the lengthy discussion, it was determined that the owner on Second Street would have to dig up the line.
* Chris Morgan was present to also discuss the leak on Mr. Sheckler’s property as the water line with the leak is on Mr. Morgan’s property. Mr. Morgan gives Mr. Sheckler permission to dig on his property, but Mr. Morgan is unsure when they put the line in why there was never a Right of Way done by the Authority. The board explained they were not aware of what had happened when the line was put in. That was done by the previous office and maintenance staff. Mr. Morgan was curious about if there was a warranty on this line because it was just put in. Amanda Mesel, Borough Manager, explained there is no warranty on the line. Amanda Mesel also explained that the line is not a main line as no other lines are connected to it. It would be considered a service line as Mr. Sheckler is the only customer on the line.

**Minutes:** A motion was made to approve the minutes from the April 2025 meeting by David Paulmier and seconded by Robert Konkle. The motion passed unanimously.

**Treasurer’s Report:** Robert Konkle moved to approve the Treasurer’s Report and pay monthly bills, seconded by David Manning. The motion passed unanimously.

**Maintenance Report:** A maintenance report handout was provided to the Authority board.

* Maintenance, Ryan Williams obtained generator quotes as requested by the Authority board at May’s meeting. Ryan Williams had Northwest Service Company come to provide a quote for the sewer plant and for the sewer lift station/pump station located behind the Tidioute towers. The quotes came in at the following:
	+ Pump Station: 38 KW 3 Phase Kohler generator total $44,970.00
	+ Sewer Plant Generator Replacement
		- Option 1: repair the existing generator. Not recommended.
		- Option 2: An 80KW 3 Phase Kohler industrial indoor generator for a total of $49,870.00.
		- Option 3: An 80KW 3 Phase Kohler outdoor generator for a total of $59,970.00.

Northwest Service Company did inform Amanda Mesel that Northwest Service Company can remove and take ownership of the old generator and will credit $1,000.00 towards the project. David Manning questioned the size of the pump station quote of it being 38 KW with only a 100 AMP transfer switch. David Manning believes that it is too big of a generator for the transfer switch. David Manning stated when other quotes are obtained, the board will be able to review this on the other quotes.

**New Business:**

1. Borough Manager, Amanda Mesel provided the board with three quotes that were received in the office for the Sewer Lift Station valve replacement project. The bids came in as follows:
	* Mansfield Sanitation Services LLC: $35,900.00
	* Hiles Excavating: $50,150.00
	* Xylem (bypass only): $1,960.00 for the service, and weekly rate of $1.785.74 and a weekly rate of $3,940.51 for the pump rental.

David Paulmier made a motion to reject all the bids at this time and have the engineer draw up the specifications for the project for the lift station control panel and pump along with the sewer valve replacement at the sewer plant. The motion was seconded by David Manning and passed unanimously.

1. Amanda Mesel, Borough Manager provided the board with the Allegheny Wood Products, Inc final notice to file claims. This final notice was received by Mayor Henry Brown. Upon review this matter does not need addressed because Southwest Warren County Municipal Authority does not have any owed debt from Allegheny Wood Products, Inc.
2. Amanda Mesel, Borough manager, provided the Authority board with the minutes from the fire department’s last meeting. The current account #159 was being used as a rental for the fire department. The fire department is no longer renting out the front room. A motion was made by David Manning and seconded by David Paulmier to allow the account to be suspended like the other fire department accounts. The motion passed all in favor. A letter will be issued by the Authority to inform the Tidioute Area Fire Department that account will be suspended with no payments due every month for water and sewer services.
3. The resident at 146 Main Street provided a new water and sewer service application. Amanda Mesel, Borough Manager, stated the maintenance crew has looked at the business. Maintenance stated the lines are still there so the business will just need a new meter plus the cost of the connection fees. Maintenance stated that there will be some additional parts that will have to be billed after the hook up. Amanda Mesel will contact the business owner to get this service connected as soon as the initial payment is made.
4. David Paulmier made a motion to sign the timber sale agreement with Lipinski Logging and Lumber, LLC and Robert Konkle seconded the motion. The motion carried with all in favor.
5. A motion was made by David Paulmier and seconded by David Manning to remove Sandra Stephens from all checking and savings accounts. The motion passed all in favor.
6. A motion was made by David Paulmier and seconded by Robert Konkle to transfer $20,000 from the Southwest Warren County Municipal Authority general checking to the Pennvest checking account to cover the cost of the Pennvest loan payments for six months. The motion passed all in favor.
7. A motion was made by David Paulmier and seconded by David Manning to adjust the office hours to Monday thru Friday: 8:00am to 12:00pm and 1:00pm to 3:30pm by appointment only. The motion carried with all in favor.

**Old Business:**

1. Amanda Mesel, Borough Manager, reported the solicitor issued a letter to the property owners of 277 Main Street which gives the residents 30 days. After 30 days, the solicitor will be placing a lien on the property for the unpaid water/sewer/trash bill plus the delinquent agreement amount.
2. Amanda Mesel, Borough Manager, stated that the owner of 268 Main Street provided the office with a new water and sewer service paperwork. At this time, the residents will only need to pay for a new meter, and the connections fees for both water and sewer. Amanda Mesel informed the Borough that there is still a meter pit on the property.
3. Amanda Mesel, Borough Manager, stated that there is still no update regarding the Civil Lawsuit Nichole M. Boger vs Defendants. David Manning requested this item be removed from the agenda until the Authority hears anything back about this lawsuit. Amanda Mesel stated that it will be removed from next month’s meeting agenda.
4. Amanda Mesel, Borough Manager, stated that the SWCMA policies and regulations still need to be reviewed and updated when time permits. At this time, no policies were updated.
5. Amanda Mesel, Borough Manager, reported that there have been no updates regarding the Department of Environmental Protection inspection notice of violations from September 7, 2023. CWM Environmental is working with Ryan Willams, Maintenance to finish the filter bed evaluation.

**Correspondence:** All correspondences were reviewed by the Authority. Borough Manager, Amanda Mesel informed the Authority board that the resident at 14 Campbell had paid for the new meter that the board voted on at the May meeting.

Members reviewed the delinquent public utility customer list. David Paulmier inquired how the new payment plans were working for the customers. Borough Manager, Amanda Mesel stated the new payment plans appear to be working out for the customers.

A motion to adjourn was made by David Manning and seconded by Robert Konkle. The motion passed unanimously. The meeting was adjourned at 8:46 pm.

Respectfully submitted:

Amanda Mesel, Borough Manager

*Approved: July 10, 2025*