**SOUTHWEST WARREN COUNTY MUNICIPAL AUTHORITY**

**MEETING MINUTES**

**September 11, 2025**

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

**Steve Morrison, Chairman Jeremy Nicholson, Vice Chairman**

**Robert Konkle David Manning**

**David Paulmier Ryan Williams, Maintenance**

**Amanda Mesel, Borough Manager**

**Public:** Bob Curtis,WM.T Spaeder

* Bob Curtis had no comment.

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

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

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

* Amanda Mesel, Borough Manager, informed the Authority Board that she contacted Forester Mike McKain to inspect the property off Youngsville Road, following timber activity on property adjacent to SWCMA’s property. The forester confirmed that no timber was harvested on SWCMA property. Amanda Mesel noted that the forester can mark the property lines with paint, but the paint is approximately $90.00 per gallon. The paint is highly durable and expected to last up to ten years though.
* Ryan Williams informed the board that the valve replacement project by Hiles Excavating is nearly complete. All valves have been replaced except for two. The bolts for those two valves did not align properly, so Hiles Excavating has ordered replacements. Once the new valves arrive, they will return to complete the installation. Additionally, while at the sewer plant, Hiles Excavating emptied the effluent tank, as it was due for maintenance.
* Chairman, Steve Morrison questioned Ryan Williams about the new connection on Jefferson Street. Ryan Williams informed Steve Morrison that the customer isn’t looking to connect until next August.
* Chairman Steve Morrison opened the bids for the generator replacements at both the sewer plant and the lift station. The following bids were received:

Sewer Plant Generator

* + Northwest: $49,870.00
  + WM.T. Spaeder: $46,348.00
  + RE Johnson: $44,800.00

Lift Station Generator

* WMT Spaeder: $51,351.00
* RE Johnson: $33,650.00

Borough Manager Amanda Mesel informed the board that Stiffler McGraw has requested a meeting with the Authority Board on **September 17, 2025**, to discuss matters related to the sewer plant. At this time, it was recommended that the generator quotes be reviewed but that no bid be awarded until after the meeting. David Manning made a motion to delay the selection of a bid to allow time for further review and discussion with the engineer. The motion was seconded by Robert Konkle. The motion passed unanimously. The submitted bids will be reviewed in detail, and a contractor will be selected following consultation with the engineer. Due to the possible lead time for delivery and installation of a new generator, the board expressed interest in having a company examine the existing generator to determine if repairs are possible.

**New Business:**

1. A motion was made by **David Paulmier** to sign the **letter of agreement with George Perkins** for a **right of way on SWCMA property related to timber harvesting on Mr. Perkins’ property**. The motion was **seconded by David Manning** and **carried unanimously**, with all members in favor. Amanda Mesel informed the board that Mike McKain also reviewed this harvest and reported no issue or impact to SWCMA property.
2. Amanda Mesel, Borough Manager, informed the board of plans to apply for three separate **Local Share Account (LSA) grants**. The grant applications will be for the following equipment:

* A new truck
* A vacuum excavator
* A mini excavator

Amanda noted that discussions are ongoing regarding the use of existing funds from the **backhoe fund** and **truck funds** as potential matching funds for the grant applications.

1. Amanda Mesel, Borough Manager, informed the board that **Warren Worx** has requested partnership and financial support as part of their efforts to strengthen and grow communities throughout Warren County. After discussion, the **SWCMA board** decided at this time that the Authority is not in a financial position to contribute to Warren Worx.

**Old Business:**

1. 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. Amanda Mesel stated that HACH part that is needed for the temperature to be installed has arrived, but maintenance has to contact Heritage Environmental to come install the part. No other information was able to be reported.

**Correspondence:** All correspondences were reviewed by the Authority with no further questions.

**Personnel Committee:** Robert Konkle inquired about the number of applications received for the full time maintenance position. David Paulmier informed the Authority board that nine applications have been received, and interviews are being scheduled.

Members reviewed the delinquent public utility customer list with no further questions.

A motion to adjourn was made by David Paulmier and seconded by Robert Konkle. The motion passed unanimously. The meeting was adjourned at 8:00 pm.

Respectfully submitted:

Amanda Mesel, Borough Manager

*Approved: October 9, 2025*