

Manager's Report – 2/3/25

General Fund Related

1. PennDot Webinars:

- I attended two webinars offered online by PennDOT, one on January 8th addressing the updates on the allowable usages of liquid fuels funding, the second was on January 9th and that particular topic reviewed online reporting of actual use form (MS965) through dotGrants.

2. PennDOT Form MS965:

- The MS965 (Actual Use Report of State Funds) was completed and submitted to PennDOT online (dotGrants) on January 14th. This form is a required submission to complete the state liquid fuels process for 2024 and includes the planned use report allocation for the year 2025. This report is due annually, by January 31st.

3. CSVT Meeting with PennDOT Officials :

- The preferred options were sent to PennDOT on January 17th, following the decisions made by Borough Council at their January 16th workshop. PennDOT will be presenting an agreement to the Borough in the near future.

4. Grant Opportunity – Weller Field Project:

- I met with the engineer to develop a final scope of work and begin budgetary costs for engineering and the site considerations for grant submission.

5. Royal Farms Site:

- The work to construct the new store is still on schedule to begin this March.

Water / Sewer Related

1. CSVT Waterline Relocation near Elevated Water Tank:

- The agreement is ready to be signed for the fully reimbursable engineering work which totals **\$22,300**.
- The final design of the new piping and necessary valving arrangement is almost complete.

2. Main Reservoir Compartment #1 Rehab:

- We received a proposal agreement of **\$29,870** for interior rehabilitation of compartment #1. The work includes the preparation and the recoating of all metal columns, support beams and piping in the 45,000 cubic feet chamber. The work will be scheduled for the 3rd quarter of the year.

3. Water Treatment Plant clarifier/flocculator & reservoir compartment #4 inspection reports:

- I received the final reports from Utility services on January 30th. I am still reviewing them and will develop a long-range plan for the clarifier/flocculator. Compartment #4 will be part of the interior rehab long range plan.

4. Chapter 110 Water Report on Water Usage for Calendar Year 2024 Submission.

- The 2024 water usage reports are ready to be submitted to DEP as part of a requirement per our water allocation permit on January 22nd. In 2024 we withdrew 111,542,400 (an average of 305,596 / day) gallons of water from the Susquehanna River to supply the Borough with water and other operational functions. Our accountable water usage is 227,673 gallons per day or 75% accountable vs withdrawn. This report is due each year by March 31st each year.

5. Clarifier / WTP Project Update:

- We are still developing a “scope of work” checklist for budgeting costs with our engineer. We hope to have some solid cost numbers by the end this quarter. A low interest PENNVEST loan is still an option that we are exploring.

6. Water Treatment Plant valve replacements (Received):

- We recently received the (3) replacement valves that we ordered **last** spring (invoice is included in this month's bills), the installation is being coordinated, and can be installed, and activated, by the end of February. These valves replace (2) existing filter effluent valves and control wiring, and the raw water control valve.

Water / Sewer Related (Continued)

7. Training:

- Brady and Ben attended a training class relating to Water Distribution Components & Disinfection, on January 23rd. DEP continuing education credits are earned by attending and completing the training.

8. Upcoming Training:

- I will be attending a two-day class on April 16th & 23rd in Williamsport. The topic is Water Auditing & System Leakage. Josh is scheduled to join me on the 23rd. The training is being hosted by RCAP Solutions and is free of charge.

9. 2024 Consumer Confidence Report (CCR):

- I have begun working on the CCR which is due on or before June 1st. This report gives an overview of the water system and testing results and is a required mandatory report through DEP.

10. Emergency Response Plan (ERP):

- The ERP for 2025 has been updated and ready for signatures by the council president and mayor. This report gives an overview of the water system procedures under emergency conditions. This is a mandatory update through DEP.

Items for Approval

1. CSVT Waterline relocation agreement approval for the work near the elevated water tank, in conjunction with CSVT. The costs to do the engineering work is estimated at **\$22,300**, and fully reimbursable.
2. Main Reservoir Compartment #1 Rehab approval of the USG estimate at a cost of **\$29,870**. This will be the first of (4) to be rehabilitated.