

7.1 ANALYSIS OF EXISTING AUTHORITIES

The Municipal Authority of Westfall Township is the existing wastewater authority for Westfall Township. Milford Water Authority is the existing municipal authority for Milford Borough. Matamoras Municipal Authority is the existing municipal water authority for Matamoras Borough and Westfall Township. Both the Milford Water Authority and Matamoras Municipal Authority have the scope of owning and operating wastewater systems within their bylaws at this time.

The Milford Water Authority (MWA) owns and operates a water system in the Borough of Milford and parts of Milford, Dingman, and Westfall Townships. On December 3, 2001 the Authority amended its Articles of Incorporation to include operating a sewer system.

The Matamoras Municipal Authority (MMA) provides drinking water to approximately 1,200 residential and commercial customers located in the Borough of Matamoras as well as in portions of Westfall Township. The Authority has its office located at 301 Pennsylvania Avenue in Matamoras, PA. MMA owns and operates 4 wells and has two reservoirs holding a total of 1 million gallons of water.

As indicated in the draft inter-municipal agreement in Appendix N as well as Section 6.7 of Chapter 6, MATW will continue to be the wastewater authority that owns and operates the MATW WWTP. MATW will also continue to own and operate the wastewater system in Westfall Township.

MWA is the selected institutional alternative to own and operate the proposed wastewater system in Milford Borough as well as the passthrough line that runs through Milford Township. MMA is the selected institutional alternative to own and operate the proposed wastewater system in Matamoras Borough.

7.1.1 Financial and Debt Status

MATW owns and operates the existing wastewater collection, conveyance and treatment facilities within the existing sewage area in Westfall Township. MATW relies on revenues from user rates, tapping and connection fees to sustain its operation. The MATW has established and, from time-to-time, adjusts the user fees and tapping fees charged to customers for the use of the system. In 2024, MATW had a budget of \$950,776.

In 2020, The Milford Water Authority had a budget of \$561,130 to operate its water system obtained from user rates and connection fees. In 2020, MMA had a budget of \$702,000.

7.1.2 Staff and Administrative Resources

MATW employs one full time contract-operator, and one part-time administrative staff. The administrative staff works 3 days a week from 9 am to 12 pm. The existing operator completes plant monitoring and reporting duties, general maintenance, pump station operation, and monitors the collection system. It is anticipated that the current staff would be able to adequately provide service for the identified recommended Structural Alternatives (1B, 3B, and 4B). It is not anticipated that the additional flow at the WWTP will require an additional full-time contract-operator. In the event that additional operator or administrative are needed, MATW would hire additional staff as required.

Milford Water Authority has a staff of two full time employees who operate the water system. It is anticipated that the Authority staff will be able to maintain the collection system for Milford Borough and Township. The Authority outsources its billing system to a third party. They have the ability to add sewer collection as well.

MMA employs a full-time water operator, a part-time administrative person, and a part-time field operator. The office is open 5 days a week from 9 am to 4:30 pm. The water operator and field operator monitor wells, water quality, and reservoir level daily. The office person maintains records, customer contact, billing, etc. Changing the two part-time staff to full-time should enable them to provide adequate service to support central sewage operations.

7.1.3 Legal Authority

Matamoras Borough, Milford Borough, and Westfall Township have each written and signed a letter of authorization granting permission for The Westfall Township Municipal Authority to develop the Joint Municipal Act 537 Plan Revision on behalf of each municipality. A new inter-municipal agreement will be reached shortly to establish charges and billing as well as legal authority, maintenance and enforcement responsibilities. In addition to the three Municipalities, MATW, MMA, and Milford Water Authority will also need to be involved in the agreement. All three Authorities have the legal authority to negotiate and enter into agreements with other parties and raise capital for construction and operation and maintenance of facilities.

7.2 ANALYSIS OF INSTITUTIONAL ALTERNATIVES

7.2.1 Need for New Authorities

It is anticipated that there will not be a need for a new Authority(s) to implement any of the recommendations proposed in this Act 537 Plan. It is the intent of the three municipalities to implement the selected alternatives without forming additional Authorities. MWA and MMA will officially convert to water and sewer authorities. Appropriate inter-municipal agreements have been drafted and are provided in Appendix N. The municipalities will revise an existing sewer service agreement with the Municipal Authority of Township of Westfall for wholesale sewer treatment and charge their existing municipal authorities to design, finance, build, own and operate the proposed sewer extensions within their jurisdictions.

7.3 IMPLEMENTATION OF INSTITUTIONAL ALTERNATIVE

7.3.1 Incorporation of Legal Authorities

This Act 537 Plan does not propose the formation of any new authorities or agencies.

7.3.2 Required Ordinances, Regulations, Standards, and Inter-Municipal Agreements

As discussed, the three municipalities along with the three authorities have drafted inter-municipal agreements, provided in Appendix M. In addition, the three municipalities will implement an On-Lot Sewage Management Ordinance. In addition to the OLDS monitoring, Milford and Matamoras Borough will also need to develop and review a mandatory connection ordinance, as it is required by funding agencies.

7.3.3 Required Rights-of-Way, Easements, and Land Transfers

Each municipality and/or the authorities will be required to obtain any necessary rights-of-way, easements, or properties to implement the recommended structural alternatives. It is anticipated that these will be acquired through negotiation procedures between the authorities and the property owner(s). In circumstances where suitable compensation cannot be negotiated, condemnation procedures may be utilized to acquire properties for use in construction of public facilities. Because there are no proposed pumps stations in the recommended alternatives, and the MATW WWTP has sufficient capacity and does not require any upgrades, property acquisitions and easements are not anticipated at this time.

7.4 SELECTED INSTITUTIONAL ALTERNATIVE

The three authorities in the Planning Area have demonstrated proper fiscal and administrative policies and management. Audited financial reports are available upon request. Therefore, the authorities are recommended as the agency to implement and fund the proposed structural alternatives. The authorities should obtain all financing, and Westfall Township, Matamoras Borough, and Milford Borough should pursue a finalized and revised sewer service agreement with MATW to provide wholesale treatment services. The Matamoras Municipal Authority and Milford Water Authority will also need to be a part of this agreement.