

**COUDERSPORT BOROUGH AUTHORITY  
REGULAR MONTHLY MEETING  
AUGUST 16, 2018  
6:30 pm**

The Coudersport Borough Authority held its regular monthly meeting on Thursday, August 16, 2018 at the Coudersport Borough Maintenance Facility on Damascus Street.

Chairman Marty Fry called the meeting to order at 6:30 pm.

**ROLL CALL**

Present were members Marty Fry, Mark Peet, Chris Ianson, Bill Krog, and Wayne Wentzel. Also present were Solicitor Stenhach, Manager Bev Morris, Gareth Gockley, Lonnie Jo Hynds, Rick Angood, Mark Meholick, and Holly Hyde.

**VISITORS REQUESTS AND COMMENTS**

Rick Angood asked about what the steps are to get water to the property by the West End Grill. The property has been purchased which was the old Mosch property and would like to have water hook up for campsites if possible. The board members stated they would like to have Uni-Tec look into it and would need to be discussed with the board once Uni-Tec reports back.

Mark Meholick was present to cover the 2017 audit. He states there are no findings or issues with the audit. It was motioned by Bill Krog, seconded by Mark Peet to accept the 2017 Audit as presented. Roll call vote taken: Wayne Wentzel Yes, Mark Peet Yes, Chris Ianson Yes, Bill Krog, and Marty Fry Yes. Motion carried 5 Yes 0 No

It was motioned by Bill Krog, seconded by Chris Ianson to authorize the appropriate signatures on Penvest, DCED and authorize publication. Roll call vote taken: Wayne Wentzel Yes, Mark Peet Yes, Chris Ianson Yes, Bill Krog, and Marty Fry Yes. Motion carried 5 Yes 0 No

**APPROVAL OF MINUTES**

It was motioned by Mark Peet, seconded by Wayne Wentzel to approve the minutes of July 19, 2018 as presented. Roll call vote taken: Wayne Wentzel Yes, Mark Peet Yes, Chris Ianson Yes, Bill Krog abstained, and Marty Fry Yes. Motion carried 4 Yes 0 No 1 abstained

It was motioned by Wayne Wentzel, seconded by Chris Ianson to approve the special meeting held on August 1, 2018 as presented. Roll call vote taken: Wayne Wentzel Yes, Mark Peet Yes, Chris Ianson Yes, Bill Krog abstained, and Marty Fry Yes. Motion carried 4 Yes 0 No 1 abstained

**SOLICITOR REPORT**

Solicitor Stenhach states as directed by the board the Solicitor and Borough Manager met with Mr. Brown about the usage violation. Mr. Brown acknowledges the violations and would like to apologize to the board for his indiscretion. Mr. Brown has paid the two fines and restitution of water usage and paid the fine for Mr. Rutello.

There is a bill from Stenhach and Stenhach for the special meeting and meeting with Mr. Brown in the amount of \$125. It was motioned by Wayne Wentzel, seconded by Chris Ianson to pay Stenhach and Stenhach \$125. Roll call vote taken: Wayne Wentzel Yes, Mark Peet Yes, Chris Ianson Yes, Bill Krog, and Marty Fry Yes. Motion carried 5 Yes 0 No

**TREASURERS REPORT**

We are 50 % through the year and have used 44% of the budget

It was motioned by Chris Ianson, seconded by Wayne Wentzel to approve the Treasures Report as presented. Roll call vote taken: Wayne Wentzel Yes, Mark Peet Yes, Chris Ianson Yes, Bill Krog, and Marty Fry Yes. Motion carried 5 Yes 0 No

**MANAGER’S REPORT**

Manager Morris would like to have a few members present to work on the Authorities budget. Wayne Wentzel and Marty Fry will help on August 21, 2018 at 9am.

The Clark property on Route 872 has been sold to Forest Bounty LLC.

The Freeman property on East Sixth Street has been sold and will be connecting to the water.

**BILLS**

There is a bill for the Recording Secretary in the amount of \$75, \$65 for July 19<sup>st</sup> meeting and 1 hour of prep time. It was motioned by Bill Krog, seconded by Mark Peet to pay the recording secretary in the amount of \$75. Roll call vote taken: Wayne Wentzel Yes, Mark Peet Yes, Chris Ianson Yes, Bill Krog, and Marty Fry Yes. Motion carried 5 Yes 0 No

**ENGINEER’S REPORT**

**I. Requisition for Approval:**

A. The requisition total is as shown in the Requisition Summary table below.

<b>Requisition No. 08-18 Summary</b>					
<b>Item Number</b>	<b>Payee Name &amp; Address</b>	<b>Invoice Number</b>	<b>Invoice Date</b>	<b>Purpose Obligation Incurred</b>	<b>Amount to be Paid</b>
1	Uni-Tec Consulting Engineers, Inc.	1000041255	8/6/2018	Monthly Meeting Attendance	\$ 175.00
2	Uni-Tec Consulting Engineers, Inc.	1000041256	8/6/2018	New Source Study JKLM	\$ 399.60
<b>TOTAL AMOUNT TO BE REQUISITIONED:</b>					<b>\$ 574.60</b>

It was motioned by Mark Peet, seconded by Chris Ianson to approve Requisition 08-18 in the amount of \$574.60. Roll call vote taken: Wayne Wentzel Yes, Mark Peet Yes, Chris Ianson Yes, Bill Krog, and Marty Fry Yes. Motion carried 5 Yes 0 No

**II. Water Rates Changes Evaluation**

Uni-Tec Project No. 0012-017-008

The Board decided at the July 2018 meeting to include discussion of rates and charges changes during the 2019 budgeting process. The budgeting activity will be scheduled by Manager Morris.

**RECOMMENDED BOARD ACTION: Consider altering the rate system.**

**III. JKLM North Well Area Fracking**

Uni-Tec Project Number 0012-066-002

There has not been any new activity related to the fracking project as it affects CBA since the December 2016 Board meeting. JKLM continues to hold regular stakeholder meetings that are attended by CBA staff. Bev may have information to report to the Board.

**RECOMMENDED BOARD ACTION: Continue to monitor JKLM progress and planned activity.**

**IV. North Well Appraisal**

Uni-Tec Project Number 0012-110-000

I have not yet received the hydrogeologist report that allows me to complete my evaluation. The Hydrogeologist Jim Casselberry has been leaned on hard to get his work done. He has now promised it for August 16, 2018. I will then have my report for the September Board meeting.

**V. PENNDOT Main Street SR0006 Relocation Project (PENNDOT Part)**

Uni-Tec Project Number 0012-089-000

No change since the December 2017 Board meeting. I do not have anything to report on the project. Gareth and Bev can report on the status and on any financial billings from PENNDOT. We have one final requisition to submit to PENNDOT.

**RECOMMENDED BOARD ACTION: Prepare the final requisition and submit it to PENNDOT for reimbursement.**

**VI. PENNDOT Route 6 Dingman Run Bridge Utility Relocation**

Uni-Tec Project Number 0012-108-000

Gareth has completed this work - - it will be removed from my report.

**VII. Water Sales to Gas Drillers – Leak Detection**

Uni-Tec Project Number 0012-066-000

Bev and Gareth have been working with DEP outreach to set up leak detection on a system wide basis. Bev will give an update on this work.

I have spoken with Chad Miller of the DEP and he is willing to allow CBA to begin selling water to the gas industry **AFTER** CBA submits and gets approved a Corrective Action Plan.

Putting together a draft Corrective Action Plan would cost \$2,000 to \$3000.

The Board decided at the July meeting to not pursue the corrective action plan at this time. The Board will wait to see what is found in the leak detection effort before deciding the next steps to take.

**VIII. Hospital Metering**

Uni-Tec Project Number 0012-022-000

I hope to have updated information from UPMC by Board meeting time. I have several calls in to UPMC representative Dieter Reichmann. Not sure why he is not calling me back.

**IX. Cleaning North Well No. 1**

Uni-Tec Project No. 0012-070-000

No change since the December 2017 Board meeting. At the November Board meeting Gareth and Uni-Tec were authorized to proceed on the North Well No. 1 cleaning. We are planning on using a different process (less expensive and more effective) than we have used in the past. To date we have not done work on this. Gareth and I need to establish a schedule for doing this work. It will be in the spring or summer or fall of 2018.

**NEW BUSINESS**

Gareth stated that the line on Avenue C has been completed and is active.

**ADJOURNMENT**

Adjournment at 7:08 PM

Respectfully Submitted by,

Holly Hyde