

**COUDERSPORT BOROUGH AUTHORITY
REGULAR MONTHLY MEETING
AUGUST 21, 2014
6:30PM**

The Coudersport Borough Authority held their regular monthly meeting on Thursday July 17, 2014 at the Maintenance Facility on Damascus Street.

Chairman Bill Krog called meeting to order at 6:30pm

ROLL CALL

Present were members Bill Krog, Gary Gunzburger, Andy Dubots, Phil Hershey and Marty Fry. Also present were Solicitor George Stenhach, John Segursky, Bev Morris, Holly Hyde, and Gareth Gockley.

APPROVAL OF MINUTES

It was motioned by Marty Fry, seconded by Andy Dubots to approve the July 17, 2014 meeting minutes after corrections.

TREASURER'S REPORT

It was motioned by Phil Hershey, seconded by Gary Gunzburger to approve the Treasurers Report as presented. Roll call taken: Bill Krog Yes, Andy Dubots Yes, Gary Gunzburger Yes, Phil Hershey Yes, and Marty Fry Yes. 5 Yes and 0 No.

It was motioned by Andy Dubots, seconded by Phil Hershey to pay recording secretary \$85, Calliari & Meholick and Company our CPA \$4456.34. Roll call taken: Bill Krog Yes, Andy Dubots Yes, Gary Gunzburger Yes, Phil Hershey Yes, and Marty Fry Yes. 5 Yes and 0 No.

MANAGERS REPORT

Carts property is still currently under a waiver for water hook up.

The 872 Bridge project will have a final be inspection on August 27, 2014.

Manager Morris handed out a prelim draft budgets to look over.

There was discussion on sending bills to tenants and landlords.

SOLICITOR REPORT

There was discussion on the Dunn and Bretz property hooking into town water.

ENGINEERS REPORT

REQUISITION 08-14

It was motioned by Gary Gunzburger, seconded by Andy Dubots to approve requisition in the total amounts of \$613.75 (July meeting attendance \$175.00, Route Six Exec and Pre design \$202.50, and Route Six Design \$236.25.) Roll call taken Bill Krog Yes, Andy Dubots Yes, Gary Gunzburger Yes, Phil Hershey Yes, and Marty Fry Yes. 5 Yes and 0 No.

North Tank Leak Emergency Response

At the Board meeting Gareth will update the status of the North Tank. I understand that the tank is back in full service. Gareth has installed a tank drain as well. The tank did not have a drain prior to Gareth's work.

PENNDOT Main Street SR0006 Relocation Project

Grant – No CFA change since the July Board meeting - the Commonwealth Financing Authority was to meet on July 8th to announce grant awards. They cancelled their meeting and will meet on September 9th. So we will need to wait until then on that funding program until they meet. If the grant is awarded it may be advantageous to complete that portion of the work (remembering that the CFA grant needs to be a standalone project) since CFA is a more favorable cost share (80/20) rather than (75/25).

Project Design – we have gotten under way on the design of the project. We have had a number of design meetings including meetings with PENNDOT project manager David Kipp, P.E. The milestones we are scheduled to meet are the following:

1. Provide justification cost sharing for utility impacts by 9/1/14.
2. Final plans/specifications/cost estimates and agreement package by 11/1/14
3. Executed agreement with PENNDOT by 12/31/14.

The milestones are to be met in order to receive the 75% reimbursement

Some project changes, clarifications, and developments have occurred since the July CBA Board meeting. They are as follows:

1. The project schedule has been changed. Construction bidding of the project will now be in late summer or early fall of 2015 with construction in 2016. PENNDOT remains uncertain if construction can be accomplished in one building season but that remains the goal for now. An official revised schedule has not been published as of this writing. Schedule changes have thus far been conveyed verbally by PENNDOT.

2. The milestones listed at the top of this page may be extended as well. I have written a letter dated August 6, 2014 to David Kipp confirming our understanding of milestone date changes as we were told by PENNDOT (copy attached). All of this is verbal at this time so we continue to proceed to meet the milestones stated above.
3. PENNDOT has stated numerous times (through David Kipp at Executive Committee meetings) that all the water main in the project area will be covered by the 75/25 share agreement between PENNDOT and CBA. However CBA needs to prepare (Uni-Tec is preparing) the cost sharing justification (milestone 1 above) to be submitted to PENNDOT for approval. The cost sharing justification is the utility owner's plead to PENNDOT to share in relocation costs. So why do we need to do this if PENNDOT has already said the whole water line is covered? Kipp reveals that the request still must come from CBA and it still needs to be reviewed and approved in Harrisburg. Kipp says this is just a formality but in truth PENNDOT has not officially sanctioned the entire water line replacement. I expect Kipp to be correct and this is just a formality but we should remain aware of the possible changes until we receive official notification from PENNDOT.

NEW BUSINESS

It was motioned by Andy Dubots, seconded by Phil Hershey to have a request to have an apartment meter removed due to the fact it is not habitable. If this is done there will be an application filled out and will be subjected to inspection. Roll call taken Bill Krog Yes, Andy Dubots Yes, Gary Gunzburger Yes, Phil Hershey Yes, and Marty Fry Yes. 5 Yes and 0 No.

OLD BUSINESS

Bill will be attending PMAA Conference at end of August 2014.

Gary reported he will not be at October meeting.

Meeting Adjourned at 8:33pm

Respectfully submitted,

Holly Hyde