

**COUDERSPORT BOROUGH AUTHORITY
REGULAR MONTHLY MEETING
DECEMBER 18, 2014
6:31PM**

The Coudersport Borough Authority held their regular monthly meeting on Thursday December 18, 2014 at the Maintenance Facility on Damascus Street.

Chairman Bill Krog called meeting to order at 6:31pm

ROLL CALL

Present were members Bill Krog, Andy Dubots, Gary Gunzburger and Marty Fry. Also present were Solicitor George Stenhach, Pat Ward, Bev Morris, Holly Hyde, Lou Karija and Gareth Gockley.

Visitors present were Dale Anderson, and Richard Lear.

Richard Lear is from Pennsylvania Municipal Service Co. He was here to give us a presentation on his third party billing system.

APPROVAL OF MINUTES

It was motioned by Marty Fry, seconded by Andy Dubots to approve the November 20, 2014 meeting minutes with corrections as amended. Roll call taken: Andy Dubots Yes, Marty Fry Yes, Gary Gunzburger Yes, and Bill Krog Yes, 4 Yes and 0 No. Motion carried.

Gary Gunzburger handed in his resignation as a CBA Member effective at the end of the December 18, 2014 meeting. Gary's years of service, dedication, and input were noted with gratitude by Chairman Krog and those present.

SOLICITOR REPORT

RESOLUTION 2014-1

It was motioned by Andy Dubots, seconded by Marty Fry to adopt the Coudersport Borough Authority Resolution 2014-1 defining residential for purposes of the billing. Roll call taken: Andy Dubots Yes, Marty Fry Yes, Gary Gunzburger Yes, and Bill Krog Yes, 4 Yes and 0 No. Motion carried.

It was motioned by Gary Gunzburger, seconded by Andy Dubots to authorize Marty Fry to sign as Secretary for this meeting. Roll call taken: Andy Dubots Yes, Marty Fry abstained, Gary Gunzburger Yes, and Bill Krog Yes, 3 Yes and 0 No 1 abstained. Motion carried.

TREASURER'S REPORT

It was motioned by Marty Fry, seconded by Andy Dubots to approve the Treasurers Reports for December as presented. Roll call taken: Bill Krog Yes, Andy Dubots Yes, Gary Gunzburger Yes, and Marty Fry Yes. 4 Yes and 0 No.

It was motioned by Andy Dubots, seconded by Marty Fry to pay the recording secretary \$85 for meeting and 2 hours prep time. The Solicitor \$225 for research and opinion of mobile home, definition of residential, and workshop (one-half CBA). Roll call taken: Bill Krog Yes, Andy Dubots Yes, Gary Gunzburger Yes, and Marty Fry Yes. 4 Yes and 0 No.

MANAGERS REPORT

Mark Peet is interested in being appointed to the Coudersport Borough Authority. This will be brought to council on December 23, 2014.

ENGINEERS REPORT

I. Requisition No. 12-14:

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

Requisition Summary					
Item Number	Payee Name & Address	Invoice Number	Invoice Date	Purpose Obligation Incurred	Amount to be Paid
1	Uni-Tec Consulting Engineers, Inc.	1000033819	12/5/2014	Meeting Attendance	\$ 175.00
2	Uni-Tec Consulting Engineers, Inc.	1000033820	12/5/2014	Main Street SR0006	\$1,494.10
TOTAL AMOUNT TO BE REQUISITIONED:					\$ 1,669.10
Note: The purpose of these requisitions is for record-keeping only – no loans are outstanding					

IT WAS MOTIONED BY MARTY FRY, SECONDED BY ANDY DUBOTS TO APPROVE REQUISITION NO. 12-14 IN THE AMOUNT OF \$1669.10. ROLL CALL: MARTY FRY YES, GARY GUNZBURGER YES, ANDY DUBOTS YES, AND BILL KROG YES.

II. Seventh Street Water Main Replacement Project (CDBG Funded)

Uni-Tec Project Number 0012-104-000

No change since the November 2014 Board meeting. We are waiting to hear from the County as to when grant funds will be made available to replace the water line. We understand that the County is committed to awarding grant money to CBA. The project budget presented to the County for funding is as follows:

Coudersport Borough Authority PRELIMINARY PROJECT ESTIMATE East 7th Street Water Main Replacement					
Item No.	Description	Unit	Estimated Quantity	Unit Price	Total
1	8" Water Main	LF	700	\$ 75.00	\$ 52,500
2	Fittings and Couplings	LBS	1000	\$ 4.00	\$ 4,000
3	¾" Corp. Stop	EA	15	\$ 250.00	\$ 3,750
4	¾" Curb Stop and Box	EA	15	\$ 250.00	\$ 3,750
5	¾" Service Line	LF	375	\$ 60.00	\$ 22,500
6	Interconnection	EA	1	\$ 2,000.00	\$ 2,000
7	Fire Hydrant Assembly	EA	2	\$ 4,500.00	\$ 9,000
8	Select Trench Backfill	CY	250	\$ 30.00	\$ 7,500
9	Pavement Restoration	SY	380	\$ 50.00	\$ 19,000
Subtotal Construction					\$ 124,000
Engineering					\$ 12,000
Survey					\$ 2,000
Inspection					\$ 7,500
Total Estimated Project Cost					\$ 145,500

III. PENNDOT Main Street SR0006 Relocation Project

Uni-Tec Project Number 0012-089-000

A. **Commonwealth Financing Authority (CFA) Grant Portion of Relocation**

Uni-Tec Project Number 0012-089-002

As a reminder the grant award for this project from the CFA is \$110,000.00

The bids were reviewed and the low bidder, Masters Excavating of Lock Haven, PA was determined to be an acceptable contractor to do the work. Uni-Tec will provide a separate letter to the Board as formal confirmation of our review actions.

The bids received were as follows:

Masters Excavating, LLC (Lock Haven)

Base Bid	\$115,503.52
Alternate Bid	\$25,958.60
Total Bid	141,462.12

Konzel Construction Co., Inc. (Erie)

Base Bid	\$155,860.00
Alternate Bid	\$34,165.00
Total Bid	\$190,025.00

K. S. LaForge Excavating, Inc. (Wellsville, NY)

Base Bid	\$157,559.00
Alternate Bid	\$39,171.00
Total Bid	\$196,730.00

L.C. Whitford Co., Inc. (Wellsville, NY)

Base Bid	\$223,499.50
Alternate Bid	\$60,348.50
Total Bid	\$283,848.00

BID TABLED TILL JANUARY MEETING.

B. PENNDOT Funded Portion of Relocation

Uni-Tec Project Number 0012-089-001

One Executive committee meeting and a follow up public hearing were held on December 8, 2014 for overall project discussions. I attended both as did Manager Morris and Public Works Director Karija.

There was a lot of discussion mostly about issues not related to the water main. However there are two pertinent water line related issues and PENNDOT's willingness to fund certain aspects of the project. They are as follows:

1. The Chestnut Street portion of the water main that has been bid under the CFA grant program has not yet been accepted by PENNDOT into their project and from the indications I have received it very well may not be included. We need to discuss this in some detail tonight.
2. Throughout the entire project the new main being placed is 8" diameter. The old main is 6" diameter. PENNDOT may not be willing to pay for the increase in diameter of the main and therefore may decide to contribute less than a full 75%. We need to discuss this in some detail tonight.

Discussion needs to be held concerning the need for the Board to make certain motions regarding increasing the main size in the project from 6" diameter to 8" diameter. I will explain this at the Board meeting.

The project schedule remains for PENNDOT to bid the project in late 2015 for construction in 2016. There remains some debate as to whether the project can be built in one year. PENNDOT continues to analyze this.

IV. North Well No. 1 Iron Treatment

Uni-Tec Project Number 0012-070-000

Coudersport Area Municipal Authority (CAMA) has agreed to accept the waste discharge from the North Well No. 1 iron treatment cleaning and maintenance program. All that remains now is for Gareth to coordinate with SubSurface Technologies and CAMA to get the work done. This work can be done at the convenience of Gareth as he monitors the water quality in the well and best knows when the cleaning should occur.

RECOMMENDED BOARD ACTION: Direct Gareth to proceed with the well cleaning on a schedule he establishes.

V. Update on Items of Interest to the Authority

I would like to thank the Board and Staff for a successful and productive 2014. This has been Uni-Tec's 26th year of service to the Coudersport Borough Authority. We very much appreciate your business. As we have done in past years Uni-Tec has made a local charitable donation in the name of the Authority as thanks to you for the work you have given us. Thank you! Happy Holidays.

On Behalf of the

Coudersport Borough Authority

a holiday donation has been made to the

Meals on Wheels Program

through the Potter County Agency on Aging

Thank you for your support in sharing the joy of the season.

VI. Uni-Tec Rates and Charges

Per the request of the Board I have attached Uni-Tec's billing rates and charges. Our rates have not changed since 2011 and I am pleased to report that they will remain unchanged in 2015. I have also noted on the table the specific rate for me, John Segursky, and Jayson Harter. As a general rule the three of us do most of the work for CFA.

OLD BUSINESS

It was motioned by Andy Dubots, seconded by Marty Fry to publish the Coudersport Borough Authority Organizational meeting for January 15, 2015. Roll call: Andy Dubots Yes, Marty Fry Yes, Gary Gunzburger Yes, and Bill Krog Yes, 4 Yes and 0 No. Motion passed.

Meeting adjourned 9:22pm

Respectfully submitted,

Holly Hyde

