

**COUDERSPORT BOROUGH AUTHORITY
REGULAR MONTHLY MEETING
NOVEMBER 20, 2014
6:30PM**

The Coudersport Borough Authority held their regular monthly meeting on Thursday November 20, 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, Phil Hershey and Marty Fry.
Also present were Solicitor George Stenhach, Pat Ward, Bev Morris, Holly Hyde, Lou Karija and Gareth Gockley.

Visitors Present were Dan Majot, Justin Fillhart (LC Whitford), and Dale Anderson.

APPROVAL OF MINUTES

It was motioned by Phil Hershey seconded by Marty Fry to approve the October 16, 2014 meeting minutes. Approved as presented.

SOLICITOR REPORT

Mobile Home Park

The Solicitor reported on numerous Mobile Home Acts. In reviewing the Acts it states the owner is required to provide a system to the mobile home weather attached or not of a common design and will be responsible for the distribution system.

The Solicitors opinion is that the mobile park owner would receive the bills verse sending to individual tenants. It is the board's discretion to make an exception to the resolution to bill the tenants.

There was discussion on a landlord that owns a building and has a commercial business on the bottom and apartments on the top, this is called a Hybrid. Hybrids are those that incorporate business and residential shall be billed to the owner of the building unless in approved by the Borough Manager.

In the definition to be proposed at next month's meeting for residential and business billing, it shall also include an exception if a Hybrid residential/ business or mobile home park submits an application it is within the discretion of the Borough Manager to approve that subject to fit into the billing process.

SR 006 Water line Relocation CFA Project

Bid Opening	Base Bid Unit Price Bid	Alternate Bid Unit Price Bid
Konzel Construction Erie , PA	\$155,860	\$ 34,165
K S Laforge Excavation, Inc. Wellsville, NY	\$157,559	\$ 39,171
Master Excavating Lock Haven, PA	\$ 115,503.52	\$ 25,958.60
L C Whitford Company, Inc Wellsville, NY	\$ 223,499.50	\$ 60,348.50

Bids have been given to Uni-Tec Engineering for review and will be announced at Decembers Meeting.

Motion made by Andy Dubots, seconded by Phil Hershey to close the bids. Roll call taken: Bill Krog Yes, Andy Dubots Yes, Phil Hershey Yes, and Marty Fry Yes. 4 Yes and 0 No.

TREASURER’S REPORT

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

It was motioned by Andy Dubots, seconded by Phil Hershey to pay the recording secretary \$85 for meeting and 2hours prep time. Roll call taken: Bill Krog Yes, Andy Dubots Yes, Phil Hershey Yes, and Marty Fry Yes. 4 Yes and 0 No.

2015 BUDGET

Motioned by Phil Hershey, seconded by Marty Fry to approve the 2015 Budget for \$382,032. Roll call taken: Bill Krog Yes, Andy Dubots Yes, Phil Hershey Yes, and Marty Fry Yes. 4 Yes and 0 No. Motion passed.

2015 Rate Increase

Motioned by Andy Dubots, seconded by Phil Hershey to approve the 2 % rate increase for 2015. Roll call taken: Bill Krog Yes, Andy Dubots Yes, Phil Hershey Yes, and Marty Fry Yes. 4 Yes and 0 No.

MANAGERS REPORT

The authority has been awarded the CBD Grant this will allow us to replace the water lines on East Seventh Street. We have no time schedule for the moneys but will be sometime in 2015.

Council gave the approval to appoint a member for the Authority. This will be advertised to the public and any interested parties will be brought to the December meeting.

Manager Morris has handed out a paper to look over on the Engineering costs.

ENGINEERS REPORT

I. Requisition No. 11-14:

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.	1000033640	11/6/2014	Meeting Attendance	\$ 175.00
2	Uni-Tec Consulting Engineers, Inc.	1000033641	11/6/2014	North Well No. 1 Iron Treatment	\$ 437.50
3	Uni-Tec Consulting Engineers, Inc.	1000033642	11/6/2014	Main St. SR 0006 CFA Project	\$ 8,807.90
TOTAL AMOUNT TO BE REQUISITIONED:					\$ 9,420.40
Note: The purpose of these requisitions is for record-keeping only – no loans are outstanding					

Motion made by Andy Dubots , seconded by Marty Fry to approve Resolution 11-14 in the amount of \$9,420.40. Roll call taken: Bill Krog Yes, Andy Dubots Yes, Phil Hershey Yes, and Marty Fry Yes. 4 Yes and 0 No.

Seventh Street Water Main Replacement Project (CDBG Funded)

Uni-Tec Project Number 0012-104-000

B. Manager Morris has informed me that the County will be awarding CBA a grant to replace the water line in Seventh Street. This is the result of action by Bev with assistance by Uni-Tec to identify and qualify the project.

II. 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

Bids will be opened at the CBA Board meeting for construction of this project. The pre-bid meeting went well. The next step is to select a contractor from the bids and then construct the project in the spring.

B. PENNDOT Funded Portion of Relocation

Uni-Tec Project Number 0012-089-001

The project has been quiet since the October Board meeting. The Executive Committee meets on December 9th where there will be a number of updates from PENNDOT and other committee members.

North Well No. 1 Iron Treatment

Uni-Tec Project Number 0012-070-000

We are waiting for a determination from the sewer authority as to whether they will accept the discharges from the well while it is being cleared and what amount of money the sewer authority will ask for this service. We expect to get details from the sewer authority at their November meeting the week after the CBA meeting.

III. Leak Detection Program

Uni-Tec Project Number 0012-103-000

No change since the April 2014 Board meeting. A leak detection program is important for CBA to initiate and to make part of regular operational activities. At the April 2014 Board meeting I recommended not starting this program until CBA has time to sort out its workload and staffing needs.

IV. 2015 Budget and Rate Increase

Uni-Tec Project No. 0012-095-000

Uni-Tec has given input on the budget to the Board and staff at past meetings. No further budget recommendations at this time.

OLD BUSINESS

Dale Anderson delinquent issues have not been resolved. Mr. Anderson will be notified to pay in full within 10 days. Manager Morris has discretions to have Mr. Anderson set up a payment plan. Motioned by Marty Fry seconded by Andy Dubots to pursue the collection on Mr. Andersons accounts if not completed or a payment plan in place and then within 10 days we will pursue shut off. Roll call taken: Bill Krog Yes, Andy Dubots Yes, Phil Hershey Yes, and Marty Fry Yes. 4 Yes and 0 No.

Adjournment 8:12pm

Respectfully submitted,

Holly Hyde

Recording Secretary