

**COUDERSPORT BOROUGH AUTHORITY
REGULAR MONTHLY MEETING
FEBRUARY 15, 2018
6:30 PM**

The Coudersport Borough Authority held their regular monthly meeting on Thursday, February 15, 2018 at the Maintenance Facility on Damascus Street.

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

ROLL CALL

Present at the meeting were members Marty Fry, Bill Krog, Chris Ianson, and Mark Peet. Also present at the meeting were Pat Ward, Gareth Gockley, Manager Morris, Holly Hyde, Issac Wright and Dale Anderson.

VISITOR REQUEST AND COMMENTS

Issac Wright is here to ask the Authority for a break in his tenant's water bill for the months of January and February. Issac stated that they had pipes burst due to the cold temps not once but twice. Bill Krog asked Issac if he had tried to prevent the second burst of the pipes Issac stated it was very close together but he had not done heat tape or anything. Bill Krog stated that it has been policy to adjust the water bill 50% and this would give him a adjustment of \$1112.00 on the bill. This billing would have been for a 202,000 gallons of usage. He also has been charged \$200 for frozen water meters during this time.

It was motioned by Bill Krog, seconded by Mark Peet to adjust the bill at 301 Vine St in the amount of \$1112.00 and have Issac set up payment arrangements with Manager Morris soon. Roll call vote taken: Marty Fry Yes, Bill Krog Yes, Mark Peet Yes, Chris Ianson Yes, 4 Yes and 0 No. Motion carried

Dale Anderson is here regarding the adjustment from January meeting he wasn't able to attend. He is not happy with the adjustment to the bill at 15 West Spruce St. He feels it should have been more due to the fact that he has been paying the minimum to have water at his empty residences for the past years. All of his locations are properly connected and all have meters the way they should be and others are getting away with having 1 meter and several apartments. He feels the board should give him a better adjustment even if its \$500 to pay and he would bring it to the office and have it paid tomorrow. There was much discussion on this matter.

Bill Krog made the motion to have Dale pay a flat \$500 for the water bill and have it settled. The motion died for a lack of a second motion.

The board will stick with the motion that was passed in January to provide 50% discount that has been applied to the account and will give Dale 15 days to come to office and set up payment arrangements.

APPROVAL OF MINUTES

It was motioned by Mark Peet, seconded by Chris Ianson to approve the January 18, 2018 meeting minutes as presented. Roll call vote taken: Marty Fry Yes, Bill Krog Yes, Mark Peet Yes, Chris Ianson Yes, 4 Yes and 0 No.

MANAGER REPORT

LB Water has a March Madness water works on March 16, 2018 that Manager Morris would like to send some of the employees to. We are still waiting on more information.

The property at 366 East Second St has been sold and will be connecting into the water system.

Mark and Gareth are signed up for the conference in March.

TREASURERS REPORT

We are 8% through the year and have used 6% of the budget

\$40,000 will be transferred back to CBA

ENGINEER REPORT

I. Requisition for Approval:

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

Requisition No. 02-18 Summary					
Item Number	Payee Name & Address	Invoice Number	Invoice Date	Purpose Obligation Incurred	Amount to be Paid
1	Uni-Tec Consulting Engineers, Inc.	1000040184	2/5/2018	Authority Meeting Attendance	\$ 175.00
2	Uni-Tec Consulting Engineers, Inc.	1000040185	2/5/2018	Bulk Loading DEP Permit App	\$ 2,015.00
TOTAL AMOUNT TO BE REQUISITIONED:					\$ 2,190.00

Note: The purpose of these requisitions is for record-keeping only – no loans are outstanding

It was motioned by Bill Krog, seconded by Mark Peet to approve Requisition 02-18 in the amount of \$2190.00. Roll call vote taken: Marty Fry Yes, Bill Krog Yes, Mark Peet Yes, Chris Ianson Yes, 4 Yes and 0 No. Motion carried

II. 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.

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

III. JKLM North Well Area Future Fracking

Uni-Tec Project Number 0012-110-000

I will be meeting with our hydrogeologist James Casselberry to begin the process of completing the feasibility study. The study will focus on locating one potential new source to be in position to replace the existing North Spring if that ever becomes necessary. We are tentatively scheduled to meet March 7th to develop an action plan after which I will review it with Bev and Gareth.

IV. 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 once we are done incurring costs.

V. PENNDOT Route 6 Dingman Run Bridge Utility Relocation

Uni-Tec Project Number 0012-108-000

No change since the December 2017 Board meeting. Gareth has assessed the changed requirements and sees it as a small undertaking – moving about 60 feet of main. Gareth will do this work in the spring/summer of 2018.

PENNDOT has been advised of this decision by CBA.

VI. Water Sales to Gas Drillers – Leak Detection

Uni-Tec Project Number 0012-066-000

At the December 2017 Uni-Tec was authorized to continue to work with Gareth to establish new levels of water loss based on the major leak repairs. I have not asked Gareth as he is behind on this work and will be completing it in conjunction with the completion of the DEP Chapter 110 reporting in March.

VII. Hospital Metering

Uni-Tec Project Number 0012-022-000

Manage Morris may have update information concerning CBA regulations and the sale of the hospital to UPMC.

VIII. PADEP Bulk Water Loading Permit.

Uni-Tec Project No. 0012-083-002

DEP asked for a number of clarifications in how CBA is planning on construction of the bulk water loading station. All of the clarifications have been provided and DEP has issued the permit to construct the facility. Once this has been constructed we will probably need DEP to inspect the facility to allow operation of it.

IX. Cleaning North Well No. 1

Uni-Tec Project No. 0012-

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 may be in the spring of 2018.

It was motioned by Mark Peet, seconded by Chris Ianson to approve Engineering (Pat Ward) to work with Gareth on the yearly annual reports up to \$600 for cost. Roll call vote taken: Marty Fry Yes, Bill Krog Yes, Mark Peet Yes, Chris Ianson Yes, 4 Yes and 0 No.

Manager Morris will check with Solicitor Stenhach on what he found out about UPMC on having to connect to our water supply.

BILLS

Secretarial bill for \$85

It was motioned by Bill Krog, seconded by Mark Peet to pay said bills. Roll call vote taken: Marty Fry Yes, Bill Krog Yes, Mark Peet Yes, Chris Ianson Yes, 4 Yes and 0 No.

NEW BUSINESS

JKLM will be setting up a schedule for new tours on the well site and Epiphany Site in Pittsburgh.

Adjournment at 7:50 PM

Respectfully Submitted by,

Holly Hyde