

**COUDERSPORT BOROUGH AUTHORITY
REGULAR MONTHLY MEETING
MARCH 16, 2017
6:30 PM**

The Coudersport Borough Authority held their regular monthly meeting on Thursday, March 16, 2017 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, Andy Dubots, Gary Walaski, Bill Krog, and Mark Peet. Also present at the meeting were Brenda Whitman, Pat Ward, Gareth Gockley, Beverly Morris and Holly Hyde

VISITORS PRESENT

Brenda Whitman was checking back to see if the board had the chance to look over her request about a break in water over 100,000 gal of usage. There was more discussion on usages in the surrounding Boroughs at Laundromats. Gareth has also read her meter every day from March 1 till March 15 and still using 1,000 per day. We may be looking at possible leak.

APPROVAL OF MINUTES

It was motioned by Bill Krog, seconded by Andy Dubots to approve the February 16, 2017 meeting minutes as amended. Motion carried by voice vote.

TREASURERS REPORT

We are 17 % through the year and have used 12% of the budget.

It was motioned by Bill Krog, seconded by Gary Walaski to ratify the charge on the budget to \$92,750 for line item Pay Roll Tax it stated \$1,000 and needs to be \$10,000, making the total from \$362,000 to \$371,000. Roll call taken: Marty Fry Yes, Andy Dubots Yes, Gary Walaski Yes, Bill Krog Yes. Motion carried.

It was motioned by Andy Dubots, seconded by Gary Walaski to accept the Treasures Report after ratifying the Treasures report. Roll call taken: Marty Fry Yes, Andy Dubots Yes, Gary Walaski Yes, Bill Krog Yes. Motion carried.

MANAGERS REPORT

Patricia Handzlik sent a letter in regards to a pipe breaking in a crawl space while away and came home to find several inches of water in her basement. She is asking for a break in her water bill.

It was motioned by Gary Walaski, seconded by Bill Krog to reduce the water bill to zero as she has currently paid the minimum water service charge. Roll call taken: Marty Fry Yes, Andy Dubots Yes, Gary Walaski Yes, Bill Krog Yes. Motion carried.

The CCR report is available online and at the Coudersport Borough office if anyone is interested and information will be placed on the next billing.

The Realty transfers information shows that Trails End Realty has been sold to Jake Payne. Manager Morris has sent a letter that states they have 45 days to connect to the water service.

Manager Morris has checked with surrounding municipalities about sharing a water operator and Roulette is very interested.

The Dingman Run Bridge has been postponed until 2018

SOLICITOR REPORT

Nothing to report at this time

ENGINEER REPORT

I. Requisition for Approval:

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

Requisition No. 03-17 Summary					
Item Number	Payee Name & Address	Invoice Number	Invoice Date	Purpose Obligation Incurred	Amount to be Paid
1	Uni-Tec Consulting Engineers, Inc.	1000038419	3/12/2017	Authority Meeting Attendance	\$ 175.00
2	Uni-Tec Consulting Engineers, Inc.	1000038417	3/12/2017	Dingman Run Bridge	\$ 135.00
3	Uni-Tec Consulting Engineers, Inc.				
TOTAL AMOUNT TO BE REQUISITIONED:					\$ 310.00
Note: The purpose of these requisitions is for record-keeping only – no loans are outstanding					

IT WAS MOTIONED BY ANDY DUBOTS, SECONDED BY GARY WALASKI TO APPROVE REQUISITION 03-17 IN THE AMOUNT OF \$ 310.00. Roll call taken: Marty Fry Yes, Andy Dubots Yes, Gary Walaski Yes, Bill Krog Yes. 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.

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

III. PENNDOT Main Street SR0006 Relocation Project (PENNDOT Part)

Uni-Tec Project Number 0012-089-000

At the January 2017 Board meeting Uni-Tec was authorized to assist Manager Morris on preparation of an application to PENNDOT for reimbursement of funds to date. Uni-Tec fee to

be a maximum of \$500. We are working on putting this together to be submitted in March of 2017.

No change since the December 2016 Board meeting on the work in the field. The water main replacement work will resume in the spring and will be completed in 2017.

IV. PENNDOT Route 6 Dingman Run Bridge Utility Relocation

Uni-Tec Project Number 0012-108-000

Manager Morris has advised me that PENNDOT has postponed this bridge replacement until 2018. In the meantime CBA should make plans to complete the necessary relocations in the summer of 2017. A right of way will need to be obtained to do the work.

Gareth believes CBA forces can complete the necessary construction.

RECOMMENDED BOARD ACTION: Authorize Solicitor/Engineer to obtain the ROW

V. Water Sales to Gas Drillers – Leak Detection

Uni-Tec Project Number 0012-066-000

No change since the December 2015 Board meeting. We have not been able to establish times when CBA is ready for the leak detection outreach program to come to Coudersport. We will attempt to restart this work in the spring or summer of 2017.

VI. Other Items of Interest – DEP Annual and Permit Fees

As a follow-up to my report on this last month the EPA has rated the DEP as unsatisfactory in its execution of its requirements under the Safe Drinking Water Act. The DEP has responded to the EPA with its reasoning for not performing better. The DEP letter of explanation is attached for those interested.

BILLS

It was motioned by Mark Peet, seconded by Andy Dubots to pay the recording secretary \$65 for meeting and 2 hour prep time for a total amount of \$85. Roll call taken: Marty Fry Yes, Andy Dubots Yes, Gary Walaski Yes, Bill Krog Yes, Mark Peet Yes. Motion carried.

OLD BUSINESS

There was discussion on boring under Rt six to connect water to two residents. Manager Morris will check to see if Hawbakars have a boring machine and if they will be willing to complete it while working on Main Street Project.

There was discussion on installing a meter at Cole Memorial Hospital and location of the meter.

There was discussion on investing funds. Manager Morris will report back with more information after talking to the gentleman from Northwest Savings Bank.

Adjournment at 7:33 Pm

Respectively Submitted by,

Holly Hyde