

**COUDERSPORT BOROUGH AUTHORITY
REGULAR MONTHLY MEETING
MAY 21, 2015
6:30 PM**

The Coudersport Borough Authority held their regular monthly meeting on Thursday, May 21, 2015 at the Maintenance Facility on Damascus Street.

Marty Fry called the meeting to order at 6:33 pm

ROLL CALL

Present at the meeting were members Marty Fry, Andy Dubots, Mark Peet, Phil Hershey, and Bill Krog. Also present at the meeting were George Stenhach, Pat Ward, Bev Morris, Gareth Gockley, Jeff and Carol Carts and Holly Hyde.

Visitors Present

Jeff Carts is present to cover tree bids. There are no bids that have been placed for removing the trees at the White properties and reservoir. He recommends the board to wait till September and then put it out for rebid.

APPROVAL OF MINUTES

It was motioned by Bill Krog, seconded by Andy Dubots to approve and correct the spelling of Herzig on April 16, 2015 meeting minutes.

TREASURER'S REPORT

It was motioned by Mark Peet, seconded by Bill Krog to approve the Treasurers Reports for April 2015 as presented. Roll call taken: Bill Krog Yes, Andy Dubots Yes, Marty Fry Yes, Phil Hershey Yes, and Mark Peet Yes. 5 Yes and 0 No

It was motioned by Phil Hershey, seconded by Andy Dubots to pay the recording secretary \$75 for the meeting and an hour prep time. Roll call taken: Bill Krog Yes, Andy Dubots Yes, Marty Fry Yes, Phil Hershey Yes, and Mark Peet Yes. 5 Yes and 0 No

SOLICITOR REPORT

Solicitor Stenhach reports that he has not heard back from the Attorney that was handling the housing Authority 2014 SNAFU for Housing & Redevelopment Authority.

Executive Session called at 6:45pm

Executive Session ended at 6:52pm, Solicitor Stenhach certifies there were no decisions reached.

MANAGERS REPORT

JKLM will be moving the rig from Roulette to Sweden. They have been asking about purchasing water again.

Pat Ward Uni-Tec Engineer states he needs to get together with Gareth and go over reports and see if we can get below the 30% mark for unaccounted for water.

Motion made by Bill Krog, seconded by Andy Dubots to review the reports and if they are showing a probability of a 30% or less unaccounted for water, correct the reports then to proceed to next step to obtain a permit from DEP to sell water to frackers. Roll call taken: Bill Krog Yes, Andy Dubots Yes, Marty Fry Yes, Phil Hershey Yes, and Mark Peet Yes. 5 Yes and 0 No

SEVENTH STREET PAVING

Motioned by Andy Dubots, seconded by Mark Peet to reapply for the CBDG Grant for East Seventh Street. Roll Call taken: Bill Krog Yes, Andy Dubots Yes, Marty Fry Yes, Phil Hershey Yes, and Mark Peet Yes. 5 Yes and 0 No

ENGINEERS REPORT

I. Requisition No. 05-15:

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.	1000034691	5/15/2015	Meeting Attendance	\$ 175.00
2	Uni-Tec Consulting Engineers, Inc.	1000034692	5/15/2015	Cole Memorial Hospital	\$ 101.25
3	Uni-Tec Consulting Engineers, Inc.	1000034481	4/1/2015	Cole Memorial Hospital	\$ 405.00
4	Uni-Tec Consulting Engineers, Inc.	1000034693	5/15/2015	Water Sales to Gas Drillers	\$ 67.50
5	Uni-Tec Consulting Engineers, Inc.	1000034694	5/15/2015	Main Street SR0006 Relocation	\$ 3,050.53
TOTAL AMOUNT TO BE REQUISITIONED:					\$ 3,799.28

IT WAS MOTIONED BY ANDY DUBOTS, SECONDED BY BILL KROG TO APPROVE REQUISITION 05-15 IN THE AMOUNT OF \$3799.28. Bill Krog Yes, Andy Dubots Yes, Marty Fry Yes, Phil Hershey Yes, and Mark Peet Yes. 5 Yes and 0 No.

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

Uni-Tec Project Number 0012-104-000

Manager Morris will give an update at the meeting if there is any new news.

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

Uni-Tec Project Number 0012-089-002

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

Uni-Tec Project Number 0012-089-002

The contractor (Masters Excavating) was scheduled to begin work on May 11th. They requested a later start and after some discussion it was agreed to allow the start date of May 20th. The work should be under way by Board meeting time.

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

Uni-Tec Project Number 0012-089-000

The project remains in a “wait and see” mode for CBA. There have not been any Executive Committee meetings since the April 14th meeting. That meeting was discussed at the last CBA Board meeting. PENNDOT is just beginning what they term as “Final Design” which is scheduled to conclude later this year. Sometime this summer or early fall I would expect PENNDOT to move forward with the reimbursement agreement process with CBA.

The Route 6 Executive Committee will next meet on June 23, 2015. Dave Kipp of PENNDOT had said he is planning a meeting in May of all utilities. The date for the meeting has not yet been set.

V. Acquisition of Charles Cole Memorial Hospital as a Customer

Uni-Tec Project Number 0012-022-000

The hospital did supply us with their 2014 water usage as metered from the hospital’s water system. Bev and Holly analyzed the water usage information. Based on the current CBA rate schedule the billing to the hospital in 2014 would have been as follows:

Jan/Feb	\$8,567
Mar/Apr	\$9,210
May/Jun	\$9,039
Jul/Aug	\$10,154
Sept Oct	\$11,566
Nov/Dec	<u>\$10,626</u>
2014 Total Billing	\$59,162

The above billing represents a significant amount of income for CBA. We will be approaching the hospital with these billing numbers as a starting point for further discussion. It is my thought at this time that due to the hospital being a large entity that there may be some special rate or bulk rate negotiated that would probably be less than the total above. We will present the above information to the hospital and see how they respond.

VI. Water Sales to Gas Drillers
Uni-Tec Project Number 0012-066-000

As reported at the last Board meeting the current level of unaccounted for water will cause the DEP to not allow CBA to sell water to the gas industry for fracking. To be allowed to sell water the unaccounted for percentage must be lower than 30%. Currently CBA is at about 55% unaccounted for water.

As reported in April - The unaccounted for water problem is potentially resolvable because it may be caused by faulty SCADA system meter readings. If this turns out to be true John Hamilton said CBA could file corrective reports explaining how the errors occurred and what the corrected values should be.

Gareth has been working with the SCADA equipment manufacturer to see if the metering issue can be resolved.

I was also contacted by Jeff Walsh of Penn E&R, the company who represents the potential fracking water buyer. Jeff said they have a renewed interest in getting the water and was hoping CBA was moving toward getting the permit. Jeff wants to meet again in Coudersport with Bev and me. Given that the selling of water to the gas well industry remains a possible large revenue stream, we should be giving the SCADA system metering corrections a high priority.

RECOMMENDED BOARD ACTION: Resolve the SCADA system issues to see if the unaccounted for water loss can be corrected to a value of 30% or less.

VII. SCADA System Maintenance
Uni-Tec Project Number 0012-084-000

Schneider Electric is working with Gareth on this issue. Gareth may have an update at the Board meeting.

In addition to fixing the meter recording problem it is important that Gareth has the out of date controller replaced. He is waiting on cost information on that item to report to the Board.

VIII. North Well No. 1 Iron Treatment
Uni-Tec Project Number 0012-070-000

The well is back in service – Gareth to give an update.

IX. 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.

Act on this only after staffing issues have been addressed or until other means to implement

are put in place.

X. Timbering

Update on timbering will be provided by Manager Morris.

NEW BUSINESS

Mark Peet would like to go to the PMAA Conference and represent the Authority.

Landlord and tenant dispute

James Friend a tenant at 32 Avenue A had turned in a DR.'s note stating he has health problems and cannot be without water. Solicitor Stenhach has research this through the Landlord Tenant Act and we need to give him 30 days. This is not a PUC case and it's not required by law. Sending the Landowner and tenant a letter with another shut off date.

Adjournment 7:55pm

Respectfully submitted,

Holly Hyde

