

**COUDERSPORT BOROUGH AUTHORITY
REGULAR MONTHLY MEETING
SEPTEMBER 20, 2018
6:30 pm**

The Coudersport Borough Authority held its regular monthly meeting on Thursday, September 20, 2018 at the Coudersport Borough Maintenance Facility on Damascus Street.

Vice Chairman Bill Krog called the meeting to order at 6:30 pm.

ROLL CALL

Present were members Mark Peet, Chris Ianson, and Bill Krog. Also present were Solicitor Stenhach, Manager Bev Morris, Gareth Gockley, Lonnie Jo Hynds, Hans Nielsen, Gary Gunzburger, and Holly Hyde.

VISITORS REQUESTS AND COMMENTS

Hans was present because he has had a leak in his building which has been resolved, but would like to ask for a break in the June water bill. It was motioned by Mark Peet, seconded by Chris Ianson to give a 50% reduction in the June water bill with no penalty, and to have Manger Morris provide the correct amount to credit on the bill. Roll call vote taken: Mark Peet Yes, Chris Ianson Yes, and Bill Krog Yes. Motion carried 3 Yes 0 No

Gary Gunzburger was asking if the board has ever made a decision on the water meters and household issue that was going on when he was on the board. Gary stated there are places in Borough that are being purchased and then being made into apartments instead of single family homes. Bill Krog stated its still being looked into and trying to be fair about what they decide.

APPROVAL OF MINUTES

It was motioned by Mark Peet, seconded by Chris Ianson to approve the minutes of August 16, 2018 as presented. Roll call vote taken: Mark Peet Yes, Chris Ianson Yes, and Bill Krog Yes. Motion carried 3 Yes 0 No

SOLICITOR REPORT

Raise the fine requirement for illegal use of violations of the system. Currently you have two fine systems in place one is that you can ask for a temporary injunction against an act and you could charge \$1,000 a day for violations, what would be for a series of accuracies. The second one has a \$150 limitation and is up to the board if you want to amend your charge for a single event. The wording could be changed to say up to a certain amount. Solicitor Stenhach will prepare a resolution for next month's meeting.

Tabled until next month so we have a full board to discuss this matter.

TREASURERS REPORT

We are 67% through the year and have used 58% of the budget

MANAGER'S REPORT

Manager Morris has a rough 2019 proposed budget for the board to look over and make any correction or additions.

Gareth and Manger Morris attended the Triple Divide Water Shed meeting and received changes on the safe water drinking regulations. Gareth and Manger Morris decided that they should go to the Annual Amalgamated Source Water Protection coalition in Williamsport on October 3, 2018 since they will be covering drinking water regulations, and fee schedule.

On Monday September 24, 2018 there will be a conference call at 10am with Woody Cole on leak detection.

Gareth will be flushing starting on October 15, 2018 and will take about a week to complete.

BILLS

There is a bill for the Recording Secretary in the amount of \$75, \$65 for August 20th meeting and 1 hour of prep time. It was motioned by Chris Ianson, seconded by Mark Peet to approve the payment of \$75 to the recording secretary. Roll call vote taken: Mark Peet Yes, Chris Ianson Yes, and Bill Krog Yes. Motion carried 3 Yes 0 No

ENGINEER'S REPORT

I. Requisition for Approval:

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

| Requisition No. 09-18 Summary | | | | | |
|-----------------------------------|------------------------------------|----------------|--------------|-----------------------------|-------------------|
| Item Number | Payee Name & Address | Invoice Number | Invoice Date | Purpose Obligation Incurred | Amount to be Paid |
| 1 | Uni-Tec Consulting Engineers, Inc. | 1000041442 | 9/6/2018 | Annual Budget Preparation | \$ 270.00 |
| 2 | Uni-Tec Consulting Engineers, Inc. | 1000041443 | 9/6/2018 | New Source Study JKLM | \$ 4,382.10 |
| | | | | | |
| TOTAL AMOUNT TO BE REQUISITIONED: | | | | | \$ 4,652.10 |

It was motioned by Mark Peet, seconded by Chris Ianson to approve Requisition no. 09-18 in the amount of \$4,652.10. Roll call vote taken: Mark Peet yes, Chris Ianson yes, and Bill Krog Yes. Motion carried 3 yes 0 no.

II. Water Rates Changes Evaluation

Uni-Tec Project No. 0012-017-008

The Board decided at the July 2018 meeting to include discussion of rates and charges changes

during the 2019 budgeting process. Please refer to the completed five-year capital budget attached to this report. The total 5 year capital budget projection is \$2,715,000.00.

RECOMMENDED BOARD ACTION: Consider altering the rate system.

III. North Well Appraisal

Uni-Tec Project Number 0012-110-000

The North Well Appraisal is complete. It is being submitted under separate cover. The Casselberry Groundwater Supply Assessment concluded that the North Spring would require two wells to meet the production volume provided by the spring. The estimated project cost of replace the North Spring is approximately \$4,000,000.00.

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

Uni-Tec Project Number 0012-089-000

During the August 2018 meeting, the Board authorized Uni-Tec to work with Bev in preparing the requisition to PennDOT. The requisition will be prepared by the October Board meeting.

V. Water Sales to Gas Drillers – Leak Detection

Uni-Tec Project Number 0012-066-000

DEP PES conference call is scheduled for September 24th, 2018 for program execution. Bev will give an update on this work. The Board decided at the July meeting to not pursue the corrective action plan associated with selling additional bulk water at this time. The Board will wait to see what is found in the leak detection effort before deciding the next steps to take.

VI. Hospital Metering

Uni-Tec Project Number 0012-022-000

I spoke with Dieter Reichmann of UPMC. UPMC is interested in discussing the possibility of purchasing water from CBA. However, there are internal logistics they would like to resolve first before meeting to discuss any possible contracts. UPMC is not promising a contract, but they are interested in meeting to discuss terms in the future. They will advise us when they are ready to discuss service.

VII. Cleaning North Well No. 1

Uni-Tec Project No. 0012-070-000

Gareth is in the process of acquiring the equipment and chemicals necessary to clean North Well No.1. The well should be cleaned within the next one or two months. Gareth and Manager Morris can give an update on progress.

VIII. DCED Grant

We did not receive the DCED grant for the water line to be replaced at Mud Moores residence and others. There were no Municipalities in the state of Pennsylvania that received it. The board asked for an estimate of cost that would cover the replacement.

CORRESPONDANCE

The Coudersport Borough Authority is invited to attend the Tom Leet Nature Trail meeting on October 11, 2018 at 6:30 Pm in the Gunzburger Building. There is a water line that runs along the trail along with gas line.

Executive session called at 7:36pm to discuss real estate and personnel matters.

Executive session ended at 8:14 with no decisions reached.

ADJOURNMENT

Adjournment at 8:16 PM

Respectfully Submitted by,

Holly Hyde