

**COUDERSPORT BOROUGH AUTHORITY
REGULAR MONTHLY MEETING
NOVEMBER 19, 2015
6:53 PM**

The Coudersport Borough Authority held their regular monthly meeting on Thursday, November 19, 2015 at the Maintenance Facility on Damascus Street.

A workshop was held before the meeting with members of the Fire Company and the Authority started at 6:30. The Fire Company members present were Joe Ostroski, Kevin Salter, and Bob Faust.

Marty Fry called the meeting to order at 6:53 pm

ROLL CALL

Present at the meeting were members Gary Walaski, and Andy Dubots, Marty Fry, Mark Peet, and Bill Krog. Also present at the meeting were Pat Ward, Gareth Gockley, Beverly Morris, Holly Hyde and Harold Taylor.

VISITORS PRESENT

Harold Taylor was present to ask the Authority for a break in his mom's water bill. He had received a phone call from the Borough Office stating that the water reading was very high and to check for any leaks. Gareth was asked by Mr. Taylor to meet him at the house. There were no leaks in house that could be found, but an outside faucet was leaking. The faucet has been fixed. The information on current readings will be provided to the Authority at next month's meeting for 375 Route Six West St.

APPROVAL OF MINUTES

It was motioned by Mark Peet, seconded by Andy Dubots to approve the October 15, 2015 meeting minutes as corrected. Motion carried by voice vote.

TREASURER'S REPORT

We are 80% through the year and have used 79% of the budget.

It was motioned by Andy Dubots, seconded by Mark Peet to approve the Treasurer's Report as presented. Roll call taken Bill Krog Yes, Andy Dubots Yes, Mark Peet Yes, Gary Walaski Yes, and Marty Fry Yes. 5 Yes and 0 No.

2016 BUDGET

It was motioned by Andy Dubots, seconded by Bill Krog to approve the 2016 budget. Roll call taken: Mark Peet Yes, Andy Dubots Yes, Gary Walaski Yes, Bill Krog Yes, and Marty Fry Yes. 5 Yes and 0 No. Motion passed.

MANAGERS REPORT

The GIS machine has been on hold, but has been repaired by North Central. With good weather, Biz will be able to obtain more water valves with Gareth or Robbie's help.

JKLM

Mark Stevens the ground water gentleman will be meeting with JKLM on Monday to go over all the test results so we will wait and see the results before going back online. If all goes well we have been recommended to turn the well on for 72 hours and then test to be sure before going back online.

The water used daily from the hospital is 35,000 gal.

There are more signature cards from Northwest Savings bank that will need signed. Beverly's name will be on it as well. She is bonded and with your permission will be able to sign and complete transfers.

It was motioned by Bill Krog, seconded by Andy Dubots to have all authorized signatures sign, subject to Solicitor verification on Manager Morris bond. Motion passed by voice vote.

SOLICITORS REPORT

Liens have been placed for KAJA Holdings at 307 East Second Street.

There was more discussion on the accounts that liens have been placed and the amounts that are on these accounts.

The Authority has asked for Names, addresses, where liens were filed and the current amount on the accounts to be emailed to them before next month's meeting.

BILLS

It was motioned by Bill Krog, seconded by Andy Dubots to pay the recording secretary \$85 (\$65 for the meeting and 2hrs prep time). Roll call taken: Mark Peet Yes, Andy Dubots Yes, Gary Walaski Yes, Bill Krog Yes, and Marty Fry Yes. 5 Yes and 0 No. Motion passed.

It was motioned by Gary Walaski, seconded by Mark Peet to pay the Solicitor for the lien placement for KAJA Holdings at 307 East Second Street in the amount of \$82.24.

ENGINEERS

I. Requisition No. 11-15:

- 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.	1000035706	11/3/2015	Meeting Attendance	\$ 175.00
2	Uni-Tec Consulting Engineers, Inc.	1000035708	11/3/2015	JKLM Contamination Response	\$ 293.75
3	Uni-Tec Consulting Engineers, Inc.	1000035709	11/3/2015	Main Street SR0006 Relocation	\$ 760.00
TOTAL AMOUNT TO BE REQUISITIONED:					\$ 1,228.75

It was motioned by Mark Peet, seconded by Andy Dubots to approve Requisition No. 11-15 in the amount of \$1,228.75. Roll call taken: Mark Peet Yes, Andy Dubots Yes, Gary Walaski Yes, Bill Krog Yes, and Marty Fry Yes. 5 Yes and 0 No. Motion passed.

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

Uni-Tec Project Number 0012-104-000

No change since the July 2015 Board meeting. We are now waiting a County decision which may come later this year.

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

I have attached a copy of the letter I sent to the contractor (Masters Excavating) concerning their change order requests and final payment. The contractor has not responded and has not asked for final payment. Based upon my attached letter the contractor is still owed \$3,390.88. I will be contacting the contractor to ask him to advise us of his going forward plan.

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

Uni-Tec Project Number 0012-089-000

No change since the August 2015 Board meeting. The project remains in a “wait and see” mode for the Authority. We continue to work on items as PENNDOT requests. There continues to be updates and changes being requested by the new PENNDOT project manager generally due to PENNDOT finalizing its plans on the project and final changes they are making.

There was a Downtown Executive Committee meeting on Tuesday November 17, 2015. The PENNDOT project manager participated by conference call. Relative to the water project not much was new except that PENNDOT advised that the schedule is very tight with a planned bid letting of the end of February 2016 and construction likely to be in 2016 and 2017. It is possible the project start could get pushed to 2017.

V. Acquisition of Charles Cole Memorial Hospital as a Customer

Uni-Tec Project Number 0012-022-000

No change since the September Board meeting. Uni-Tec has been authorized to complete a cost examination and comparison for CCMH. I had planned to prepare some additional analysis for the November Board meeting. I had some discussion with Bev and Gareth who believe strongly that CCMH will not agreed to become a customer. Based on this I thought it was better not to expend any more effort on this until we had some more discussion about this issue.

While the hospital has expressed (through their facilities engineer Melvin Blake) that they do not think getting service from CBA is in their best interest, they none the less came calling for water help in the JKLM contamination emergency. As of this writing CCMH remains on the CBA water supply system which is approaching 2 months of continuous service. It is my understanding that the water quality in the hospital has improved considerably since they have been using CBA water. Possibly this experience will encourage CCMH to rethink their position.

Related to this is the importance of billing the hospital for the water they have been using. The hospital is not metered which is a situation that should be rectified in 2016 as well. The hospital provided us their 2014 usage from metered from their wells. I think it would be reasonable to bill the hospital based on the water they used in the same months in 2014 which was a daily average of 43,550 gallons. A bill for October/November and a week of September would be about \$11,000. The hospital should pay this bill.

There was discussion on billing them for the water at a bulk rate for the water that has been used since the JKLM drilling problem. There should also be a meter placed for monitoring and a charge for a stand by fee. Manager Morris will send a letter to the board president subject to approval from the Engineer and Solicitor.

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

Uni-Tec Project Number 0012-089-000

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VII. Water Sales to Gas Drillers

Uni-Tec Project Number 0012-066-000

LB Water provided leak sensing equipment which Gareth managed for a 2 to 3 week period of time. The equipment provided was to electronically gather sound data.

LB Water visited CBA on Tuesday November 17th to load the gathered data into the computer analysis program and to see if any sound was detected that would indicate leaks. Of the areas

monitored two (maybe 3) potential leaks were found. We went to the locations and did the follow up correlation procedure at two of the sites and one of them is confirmed as a leak. The second site did not correlate as a leak – the solution of which is beyond the demonstration program.

A next step is for me to contact Michael Robinson of the Mifflintown Municipal Authority. Mike works with the DEP outreach program and he may be able to provide additional free monitoring and analysis of other parts of the system.

VIII. Gas Driller JKLM Water Contamination

Uni-Tec Project Number 0012-066-001

East Wells 1 & 2 remains off line. It is my belief that they could be put back on line following some specific procedures. Bev, Gareth, and I have been holding off putting the wells back on line to see if and when the hospital will decide it is safe to put their wells back on line. In the meantime, monitoring will continue until safety of the East Wells is assured.

IX. SCADA System Maintenance

Uni-Tec Project Number 0012-084-000

Schneider Electric is revising its new equipment and programming proposal to reduce the effort and cost. The new proposal has been provided to Bev and to me. Instead of the original price of \$53,000 +/- the price is now \$23,777.

The original proposal included upgrading both the East Plant and the North Plant SCADA hardware using new and different equipment as the existing equipment is no longer made and there are not any spares. The revised proposal involves putting the new equipment in the North Plant and reconfiguring the old North Plant equipment to create a backup for the East Plant equipment.

It was motioned by Andy Dubots, seconded by Bill Krog to approve the payment plan for the SCADA System. This payment should come from the Revenue account with 30% to approve the order. Motion passed by voice vote.

NEW BUSSINESS

Gary Gunzburger had brought in a clipping from 1980 about collecting bills. It was suggested the members read the copy that has been sent by email.

OLD BUSSINESS

Gareth stated with doing the leak detection and monitoring there have been 3 leaks found. One has been found in a basement of a residence. The Solicitor will look for any legal issues and report back, in next month's meeting.

Adjournment 8:40 PM

Respectfully Submitted,

Holly Hyde

Recording Secretary